



Hayling Island Beach Hut Association

Constitution.

1. Name

The name of the Association shall be **The Hayling Island Beach Hut Association** (hereinafter referred to as “the Association”).

2. Status

The Association is a voluntary, non-profit, unincorporated association.

3. Aims and Objectives

The aims of the Association are:

- To represent, support, and protect the interests of beach hut owners and renters on Hayling Island.
- To promote good relations between beach hut owners, local authorities, residents, visitors, and other stakeholders.
- To encourage the responsible use, maintenance, and enjoyment of beach huts and the surrounding beach environment.
- To provide a forum for discussion, communication, and collective action on matters affecting beach huts.
- To promote environmental responsibility and coastal awareness.
- The Association accepts no responsibility for any costs, maintenance, or upkeep of individual beach huts.

4. Powers

In furtherance of its aims, the Association may:

- Hold meetings, events, and consultations.
- Communicate with local authorities and other relevant bodies.
- Raise funds and receive subscriptions, donations, or grants.
- Establish sub-committees or working groups.
- Adopt policies, guidelines, or codes of conduct for members.

5. Membership

5.1 Eligibility

- All holders of a valid beach hut licence on Hayling Island, including residents and non-residents of The Licensing Authority, and both owners and renters.
- Other individuals with an interest in the Association’s aims, subject to Committee approval.

5.2 Membership Rights

- Attend and vote at General Meetings (one vote per membership).
- Stand for election to the Committee, subject to eligibility criteria.

5.3 Membership Fees

No membership subscription shall be payable unless approved at an AGM.

The amount of any subscription shall be determined at the AGM.

5.4 Termination of Membership

Membership may be terminated by resignation or by a decision of the Committee for conduct deemed detrimental to the Association. Any member whose membership is terminated may appeal to the next General Meeting, whose decision shall be final.

5.5 Member Proposals

Any member may propose items for Committee consideration; however, acceptance of proposals shall be at the Committee's discretion.

6. Management and Committee

6.1 Committee

The Association shall be governed by a Committee comprising no fewer than three (3) and no more than eight (8) members.

The Committee represents the Association in all matters, including engagement with the licensing authority.

This does not prevent individual members from engaging independently.

6.2 Officers

The Committee shall include the following officers: Chairperson, Vice-Chairperson, Secretary, and Treasurer.

The Committee may appoint additional officers or co-opt members as required.

6.3 Nominations

- Be submitted in writing to the Secretary no later than seven (7) days prior to the AGM.
- Include the name of the proposer and seconder, both of whom must be members of the Association.
- An existing Committee member must be one of the proposers or seconders.
- All nominations must be approved by majority vote of the committee
- Include the consent of the nominee.
- Where vacancies arise outside the AGM process, Committee members must be nominated, proposed, or seconded by an existing Committee member.

6.4 Committee Meetings

- The Committee shall meet at least three (3) times per year and more frequently if required.
- A quorum shall be not less than 50% of committee members plus one if an even number, and 50% rounded up if an odd number.
- Decisions shall be made by simple majority.
- In the event of a tie, the Chairperson shall have a casting vote.

6.5 Conflicts of Interest

Committee members must declare any personal or financial interest in a matter under discussion and shall withdraw from voting on that matter where appropriate. Such declarations shall be recorded in the minutes.

6.6 Liability of Committee Members

Committee members shall not be liable for any loss to the Association provided they have acted honestly, reasonably, and in good faith in the exercise of their duties.

7. General Meetings

7.1 Annual General Meeting (AGM)

An AGM shall be held once each calendar year and shall be open to all members.

The AGM shall:

- Receive reports from the Chairperson and Treasurer.
- Approve the annual accounts.
- Elect Committee members.
- Approve any membership subscription.
- Consider any other business notified in advance.

7.2 Extraordinary General Meeting (EGM)

An Extraordinary General Meeting may be called by the Committee or upon written request of at least 10% of the membership.

7.3 Notice of General Meetings

At least fourteen (14) days' notice shall be given to members for all General Meetings, specifying the date, time, location, and business to be transacted.

7.4 Quorum

The quorum for a General Meeting shall be 10% of the membership or ten (10) members, whichever is the lower, provided that the quorum shall not be fewer than five (5) members. Membership numbers shall be those recorded 14 days prior to the meeting

7.5 Voting

Each member shall have one vote. Decisions shall be made by simple majority unless otherwise specified in this Constitution.

8. Minutes and Records

- Minutes of Committee and General Meetings shall record key decisions and action points.
- All minutes will be uploaded to the Association website, secured by password and will be available to members.
- The Committee reserves the right to redact sensitive or confidential information where appropriate.

9. Communication

The Committee shall communicate with members using such communication methods and platforms as it considers appropriate, including electronic communication and social media.

10. Finance

- The financial year shall run from 1 January to 31 December unless otherwise agreed.
- All monies shall be held in a bank account in the name of the Association.
- The Treasurer shall keep proper accounts of income and expenditure.
- Accounts shall be independently examined annually.

11. Licence Terms and Licence Fee Negotiations

The Association shall monitor, consider, and represent members' views on matters relating to beach hut licence terms and licence fees.

The Association does not have authority to enter into legally binding agreements on behalf of individual members unless expressly authorised to do so.

12. Policies and Code of Conduct

The Association may adopt policies and a Code of Conduct.

All members agree to comply with this Constitution and to behave respectfully towards fellow members and third parties, in accordance with the Association's Code of Conduct. Committee members must additionally comply with the Committee Code of Conduct.

13. Data Protection

The Association shall process and store members' personal data in accordance with UK General Data Protection Regulation (UK GDPR) legislation. Personal data shall be used solely for the purposes of administering the Association and shall not be disclosed to third parties without lawful basis or member consent where required.

14. Amendments

This Constitution may be amended at a General Meeting by a two-thirds majority of members present and voting, provided that at least fourteen (14) days' notice of the proposed amendment has been given.

15. Dissolution

The Association may be dissolved by a resolution passed by a two-thirds majority at a General Meeting.

In the event of dissolution, any remaining assets shall be transferred to a local charitable organisation with similar aims, as determined by the members.

Adopted on: _____

Signed (Chair): _____

Signed (Secretary): _____