

## **THE HAYDON NEWS CONSTITUTION 2019**

**(This suggestion is based on the Friends of Haydon Bridge 1998 Constitution)**

**This amendment to the original Friends of Haydon Bridge Constitution assumes that:**

**There are no 'members' as previously and all finance/memberships provided by individuals will be 'donations' without voting powers.**

**This amendment to the original Friends of Haydon Bridge Constitution assumes that:**

**The main object of the group/committee is to write/publish The Haydon News. It is acknowledged that there are other 2019 village societies (e.g. Development Trust and GITS) that cover the wider objectives of the original Friends of Haydon Bridge.**

### **1. NAME**

1.1 The name of the constituted group is 'The Haydon News'.

### **2. OBJECTIVES**

The Objectives of The Haydon News and its Editorial Committee are:

2.1 To produce 10 editions of The Haydon News annually.

2.2 To promote the village of Haydon Bridge and its surrounding areas.

2.3 To advertise local businesses, clubs, associations, churches, schools, governing bodies and the Haydon Parish Council.

2.4 To communicate the activities of the above groups and promote events.

2.5 To provide a better understanding of Haydon Parish and its heritage for residents and visitors.

### **3. POWERS**

In furtherance of the Objectives, The Haydon News and its Editorial Committee may:

3.1 Collect, disseminate and publish, information on all matters relating to its Objectives.

3.2 Raise funds by any lawful means for the general purposes of The Haydon News or for a specific purpose within or connected with the Objectives. (Including donations, gifts and grant aid, etc.)

### **4. EDITORIAL COMMITTEE**

4.1 The Editorial Committee is the body responsible for the management of The Haydon News.

4.2 The Editorial Committee shall consist of the editor, chairperson, secretary, treasurer and a minimum of three individuals who are interested in furthering the Objectives.

4.3 Individuals who are interested in furthering the Objectives and wish to join the Editorial Committee should make themselves known to the chairperson.

4.4 The members of the Editorial Committee will be appointed by the chairperson and Editorial Committee and normally hold office at least until the end of the following year.

4.5 Casual vacancies on the Editorial Committee may be filled by the chairperson and Editorial Committee and a co-opted member will have the same voting powers and hold office for the same period as existing Editorial Committee members.

### **5. POLICY AND PROCEDURES**

5.1 The editorial policy of The Haydon News is the responsibility of the Editorial Committee, although day to day responsibility is delegated to the editor.

5.2 The intention of The Haydon News is to ensure that any published content is as fair and factually correct as possible.

5.3 Any complaints concerning editorial policy should be addressed in writing to the editor or chairperson and will be considered by and receive a formal response from the Editorial Committee.

5.4 Complaints other than those made as above will not be entertained.

- 5.5 The editor reserves the right to decide which letters/articles/photographs are to be published and to alter or shorten letters/articles when necessary.
- 5.6 Anonymous letters/articles will not be published. A nom-de-plume may be used if the editor knows the author's name and address.
- 5.7 The Editorial Committee must meet at least four times in every calendar year including an AGM in July or earlier (as agreed) and ... at any request from the chairperson or editor.
- 5.8 Decisions will be taken at meetings by a simple majority of Editorial Committee members present and in the case of equality of votes the chairperson has a second or casting vote.
- 5.9 The Editorial Committee will keep minutes of its meetings and proceedings and keep safe all records relating to The Haydon News.
- 5.10 The Editorial Committee may make rules to govern its own proceedings so long as they are not inconsistent with the provisions of this Constitution.

## **6. FINANCE**

- 6.1 All funds belonging to or raised for The Haydon News must be used in furthering the Objectives.
- 6.2 No member of the Editorial Committee will be employed by The Haydon News or receive any payment or other benefit from its funds except for reasonable out of pocket expenses properly incurred for the purposes of The Haydon News.
- 6.3 The Editorial Committee is responsible, through the treasurer, for the keeping of accounts and an annual statement of those accounts. The treasurer will provide a statement of accounts at each Editorial Committee meeting.
- 6.4 The Editorial Committee shall maintain an account for The Haydon News at a bank or building society and all cheques drawn on the account shall be signed by the treasurer and one other of two Editorial Committee members.
- 6.5 All monies received shall be paid into the bank account; a small petty cash float may be held by the treasurer.

## **7. AMENDMENT OF THE CONSTITUTION**

- 7.1 The provisions of this Constitution may be amended at the Annual General Meeting of the Editorial Committee, by a resolution to be passed by a majority of the members of the Editorial Committee.

## **8. DISSOLUTION**

- 8.1 The Haydon News and its Editorial Committee may be dissolved if agreed by a majority of members of the Editorial Committee.
- 8.2 In the event of dissolution, the members of the Editorial Committee holding office will remain responsible for the orderly winding up of the affairs of The Haydon News.
- 8.3 After paying or making provision for all debts and liabilities of The Haydon News, the Editorial Committee shall transfer any remaining assets to a voluntary organisation or registered charity of Haydon Parish, having objectives similar to The Haydon News.

**This Constitution was adopted at a meeting of The Haydon News Editorial Committee held at the General Havelock on 28/10/2019 and signed by the 2019 Editorial Committee members below:**

**Pauline Wallis:**

**Peter Parker:**

**Pat Hirst:**

**Dennis Telford:**

**Mark Weldon:**

**John Wallis:**

**Richard Woodley:**