

CONSTITUTION

OF

**NORTH NOTTINGHAMSHIRE
PARANORMAL GROUP
(NNPG)**

SEPTEMBER 2020

ARTICLE 1: NAME AND LOCATION

- 1.1 The name of the organisation shall be NORTH NOTTINGHAMSHIRE PARANORMAL GROUP (NNPG) and hereinafter referred to as 'the organisation'.
- 1.2 The offices of the organisation shall be located in New Ollerton, Newark, Nottinghamshire.
- 1.3 The organisation shall be non-profit making, non-partisan and non-religious denominational.

ARTICLE 2: VISION & MISSION OF THE ORGANISATION

2.1 VISION

To provide a local group of active paranormal investigators.

2.2 MISSION

To provide evidence, both scientifically and ethically, to support the theories of paranormal activities and to share that evidence with the wider paranormal community and help us ascertain a better understanding about these phenomena.

ARTICLE 3: OBJECTIVES OF THE ORGANISATION.

- 3.1.1 To bring together people with a common interest in the paranormal.
- 3.1.2 To conduct paranormal investigations in an ethical and scientific manner.
- 3.1.3 To share all findings and evidence with the wider paranormal community.
- 3.1.4 To positively promote the field of paranormal investigations.

3.1. ACTIVITIES OF THE ORGANISATION

- 3.2.1 Investigations into reports of haunted activity both within private and historically documented locations.
- 3.2.2 Generate and present data from those investigations.
- 3.2.3 Conduct research into locations and define their history.
- 3.2.4 Hold open events to the public for raising of funds.
- 3.2.5 Organise and present training events for those with an interest in ghost hunting.

ARTICLE 4: MEMBERSHIP.

- 4.1 A person shall qualify for membership if;
 - (a) He/she lives within the area of North Nottinghamshire.
 - (b) He/she is aged 18 years or above.
 - (c) He/she is of sound mind.
 - (d) He/she subscribes to the objectives of the organisation.

ARTICLE 5: GENERAL DUTIES OF MEMBERS

5.1 Every member of the organisation shall;

- (a) Pay a membership fee that shall be determined by the organisation.
- (b) Comply with the provisions of this constitution and resolutions of the organisation.
- (c) Promote, develop, implement and protect the interests of the organisation.
- (d) Meet all the obligations as shall be from time to time be determined by the organisation.
- (e) Do such work as shall be assigned to him or her by the organisation.

ARTICLE 6: CESSATION OF MEMBERSHIP

6.1 A person shall cease to be a member of the organisation if he/she;

- (a) Dies,
- (b) Resigns,
- (c) Is certified to be of unsound mind by a recognized medical practitioner.
- (d) Is expelled from the organisation provided that members shall not be expelled unless the organisation has heard and given written warning.

ARTICLE 7: DISCIPLINE OF MEMBERS

- 7.1 The organisation shall have powers to suspend any member if such a member acts and/or conducts themself in a manner prejudicial to the interests of the organisation.
- 7.2 The duration of such suspension shall be at the discretion of the organisation provided it shall be reasonable in the circumstances.
- 7.3 The suspended member shall have the right to appeal to the organisation within three (3) weeks from the date of the decision.
- 7.4 The organisation shall have powers to reinstate, further suspend or expel such a person.
- 7.5 In case of a disagreement with the decision of the organisation, the aggrieved party shall be at liberty to petition the organization's founding member for further management of the matter at hand

ARTICLE 8: ORGANS OF THE ORGANISATION

8.1 The organs of the organisation shall be;

- (a) The founding member.
- (b) The organisation.

8.2 The founding member shall be the over all governing body of the organisation.

ARTICLE 9: COMPOSITION, DUTIES AND RESPONSIBILITIES OF THE ORGANISATION

9.1 There shall be an administrative committee of the organisation comprising of the following positions;

- (a) Founding member

- (b) Secretary
- (c) Treasurer

9.2 The administrative committee shall have the following duties;

- (a) Act for and on behalf of the organisation in its day-to-day operation.
- (b) Implement and execute decisions and policies passed by the organisation.
- (c) Mobilize and manage organisation funds and finances.
- (d) Make the required arrangements to allow the organisation to conduct its activities.

9.3 The founding member shall;

- (a) Be the overall administrative head of the organisation.
- (b) Call and preside over all organisation meetings.
- (c) Summon all emergency meetings of the organisation whenever deemed fit.
- (d) Coordinate all the activities of the organisation.
- (e) Be the principal signatory to the organisation bank account.

9.4 The Treasurer shall;

- (a) Present audited accounts and financial reports at annual meetings.
- (b) Be responsible for the finances of the organisation.
- (c) Perform such duties as may be assigned to him by the founding member or organisation.
- (d) Keep proper books of accounts, preserve the books and make them available for inspection by those authorised to do so.
- (e) Receive and disburse money belonging to NNPG and shall obtain receipts for all money paid out by them.
- (a) Collect all subscription fees, membership contributions to the capital fund and all other money to which NNPG is entitled.
- (b) Deposit cash and cheques of NNPG to the bank account agreed upon by the organisation.
- (c) Be a mandatory signatory to all financial documents of the organisation.

9.5 The secretary shall;

- (a) Keep an up-to-date register of all member of NNPG.
- (b) Give notice of meetings.
- (c) Take and keep records of all meetings.
- (d) Perform other duties as maybe assigned by the founding member or organisation.
- (e) Be a signatory to the organisation's bank account.

ARTICLE 10: ELECTION PROCEDEURE

10.1 All office bearers, less the founding member, may hold such for a period not exceeding two consecutive terms.

10.2 Subject to the provisions of this Constitution, a term limit shall be equal to two years.

10.3 Unless as the context may otherwise require, elections of the office bearers, less the founding member, shall be held during the annual general meeting.

- 10.4 Subject to the provisions of this Constitution, the method of voting shall be by show of hand.
- 10.5 Handling and taking over of offices shall be done within five working days from the date of voting.

ARTICLE 11; MEETINGS

11.1 There shall be administrative committee meetings following the procedures below;

- (a) The administrative committee shall meet weekly to conduct business at such times and places the founding member shall choose.
- (b) The quorum at the administrative committee meeting shall be two.
- (c) The committee may invite any persons of specialised training and knowledge to its meetings for purposes of advising the committee, provided that such persons shall not have powers to vote.
- (d) Subject to the provisions of this constitution, the administrative committee may regulate these procedures.

11.2 There shall be an annual general meeting organised in the following manner;

- (a) The organisation shall convene an annual general meeting and this shall be specified in the notice calling the same.
- (b) At the annual general meeting, the organisation shall be presided over by the founding member of the organisation.
- (c) The Secretary of the administrative committee shall circulate the notice of the meeting and the agenda one month before the meeting.
- (d) Determination of any issue at the annual general meeting shall be by a simple majority vote of the registered members present in person and no proxies shall be allowed. The founding member shall have a casting vote at the meeting in the event of a tie.
- (e) The quorum at any annual general meeting shall be one half of the total full numbers.
- (f) The annual general meeting shall take place at such places and time and dates as the administrative committee may appoint. Where the administrative committee fails to do summons for the meeting by fourteen calendar months without reasonable cause, any registered member may cause call of the annual general meeting by petitioning the Secretary and serving copies to all members.
- (g) Subject to the provisions of this constitution, the annual general meeting may regulate its procedures.

11.3 There shall be general meetings organised in the following manner;

- (a) The organisation shall convene general meetings and this shall be specified in the notice calling the same.
- (b) At the general meeting, the organisation shall be presided over by the founding member of the organisation.
- (d) Determination of any issue at the general meeting shall be by a simple majority vote of the registered members present in person and no proxies shall be allowed. The founding member shall have a casting vote at the meeting in the event of a tie.
- (e) The quorum at any general meeting shall be one third of the total full numbers.

- (f) The general meeting shall take place at such places and time and dates as the administrative committee may appoint.
- (g) Subject to the provisions of this constitution, the general meeting may regulate its procedures.
- (h) There shall be no less than two general meetings held within a period of one month.

ARTICLE 12: THE ANNUAL GENERAL MEETING

12.1 The general meeting shall have the following;

- (a) Receiving and approving reports from the founding member of the administrative committee on the activities of the organisation for the previous year.
- (b) Receiving annual reports on projects.
- (c) Receiving and approving audited financial reports from the treasurer.
- (d) Deliberating any issue, which may be raised by the members.

12.2 Attendance at the annual general meeting;

The annual general meeting shall be attended by;

- (a) Members of the administrative committee.
- (b) All registered members of the organisation.
- (c) Any persons or organisations that may be sharing aspirations with the organisation, and are sympathetic to the aims and objectives of the organisation, at invitation of the administrative committee provided that this category shall not have powers to vote.

12.3 Extraordinary General meeting;

An extraordinary meeting of the organisation to conduct urgent business may be convened by;

- (a) The founding member of the administrative committee.
- (b) The quorum at the extraordinary general meeting shall be one third of the registered members of the organisation.
- (c) Subject to the provisions of this constitution, the extraordinary general meeting may regulate its own procedures.

ARTICLE 13: SOURCES OF FUNDING

The funding sources of the organisation shall include but not limited to the following;

- (a) Money contributed by members.
- (b) Money accruing from fundraising activities.
- (c) Donations from donors and beneficiaries.
- (d) Profits from output sales.
- (e) Any other lawful source.

ARTICLE 14: BANK ACCOUNT

14.1 Bank account(s) of the organisation shall be opened with any bank agreed upon by the organisation. The same members may further decide on such other financial institutions deemed fit.

14.2 Except as may otherwise be authorized by the organisation, the following administrative committee members shall each, be signatories to the organisation's bank account(s) at any material withdrawal.

(a) The Founding member

(b) The Secretary

(c) The Treasurer.

14.3 In the event of an intention to withdraw money exceeding £500 or its equivalent, 2/3 of the administrative committee shall have to first approve such.

14.4 Unless as may otherwise be authorized by the administrative committee, the Treasurer shall not keep in either his official or personal custody any organisation money received, or not spent, for a period exceeding five working days.

ARTICLE 15: AMENDMENTS

16.1 A member wishing to propose any amendment to this constitution shall give notice of such proposal by sending it to the secretary of the administrative committee at least two months before the annual general meeting.

16.2 On receipt of such proposal, the secretary shall circulate copies of the same to all members.

16.3 An amendment shall be affected by a majority vote of two thirds of the members present but entitled to vote.

ARTICLE 16: DISSOLUTION

17.1 In the event of an admission that the objectives of the organisation have failed to be attained by two thirds of the registered members, any member may upon such a basis move a motion of dissolution during the annual general meeting.

17.2 Subject to the provisions of this Constitution, the matter of dissolution shall only be affected if the motion is duly debated and carried by three quarters of the registered members provided that the proposal to move such a motion shall have been included on the agenda.

17.3 In the event of dissolution, and after any settlement of the liabilities of the organisation, the annual general meeting shall appoint a caretaker committee to dispose off the assets of the organisation. This is to be by means of finances or equipment distributed between other paranormal groups within the region.

ARTICLE 17: INTERPRETATION

18.1. Any dispute arising out of the interpretation of this constitution that may fail to be settled by the administrative committee or the organisation shall be referred to the founding member.

