

The Ditchling.Com Society

CONSTITUTION

1. The name of the Society shall be "The Ditchling.Com Society"
2. The address of the Society shall be the address of the Site Administrator/Membership Secretary
3. The Mission of the Society is to help strengthen and build the community of Ditchling, including the residents (young and old), organisations and service providers, local businesses, visitors and friends by providing a website facility which is informative, interactive and provides a gateway to members' websites. Above all the Society's Mission is to provide a website facility which is interesting, useful and fun.
4. The specific aims of the Society are to provide a website which includes:
 - i) A village **online forum** for use by villagers and organisations in Ditchling and the surrounding area to enable visitors to the website to find out what is going on in and around the village and the services available to them.
 - ii) A forum, '**Ditchling Talk**', which allows visitors to the website to communicate, ask questions and make comments on village life.
 - iii) A '**Village Diary**' that is a village calendar of events.
 - iv) A gateway to member organisations' **own websites**.
 - v) Public service information
 - vi) Advertising space for all organisations.
5. Categories of membership of the Society:
 - i) **Full Membership** (i.e. organisations that have paid the full annual membership fee and/or have paid for an annual advertisement at the start of the financial year). Such membership carries with it:
 - Full rights to attend and vote at Annual General Meetings, including the election of officers;
 - Decisions on website policy, development and maintenance;
 - Decisions on the site ethics and confidentiality policies and practices; and the setting of membership fees and advertising rates.
 - Full membership ceases if an organisation has not paid the full membership fee at the start of the financial year.
 - ii) **Associate Membership** (i.e. organisations that have paid the Associate membership fee at the start of the financial year). Such membership carries with it:
 - The right to attend Annual General Meetings and to participate in discussion but not vote.
6. Rights and Responsibilities of Society Members:
 - Full and Associate Members will be given a username and password and will have the right to place information on the website in accordance with the site policies determined at the Annual General Meeting and the level of membership.
 - All members are bound by the site ethics and confidentiality policies and practices as determined at General Meetings on the recommendation of the

Management Committee. The Management Committee will have the authority immediately to withdraw the membership of any organisation that does not observe them, subject to confirmation at the next General Meeting.

7. The Management Committee will appoint and pay a part-time Site Administrator/Membership Secretary whose role and responsibilities will be to:
 - Assign membership levels to new members and issue usernames and passwords and keep membership records.
 - Induct all new members in the use and practices of the site.
 - Monitor observance of the website policies and practices and encourage members to maintain and update their pages.
 - Update public service information on the site.
 - Monitor 'Ditchling Talk' and have the right to remove offensive material or information that intrudes on residents' privacy or is contrary the Data Protection Act requirements.
 - Publicise the site and seek new members.

8. The Officers and Management Committee of the Society shall comprise the following officers:

- Ø Chairman
- Ø Treasurer
- Ø A Ditchling resident
- Ø A Full member of the Society representing local voluntary organisations
- Ø A Full member of the Society representing the Local Business Community and
- Ø The Site Administrator/Membership Secretary (Ex Officio)

The Officers and Management Committee shall be elected annually at the Annual General Meeting by the Full Members of the Society. Four members of the Committee shall form a quorum. The Management Committee will oversee the management of the website, and monitor its use, in accordance with the policies and practices decided at the General Meetings.

9. The funds raised through membership fees will be used to maintain and develop the website and to reimburse expenses incurred by Officers and others in maintaining and developing the site. The Management Committee, at its discretion, may seek funding from other sources to further the aims and interests of the Society.
10. The active and financial year of the Society shall run from the 1st January to the 31st of December and the Treasurer shall render a financial report at the Annual General Meeting.
11. An Annual General Meeting shall be held in the month of March or April for the transaction of the business of the Society.
12. Further General Meetings of members shall be held as desired by the Chairman, the Management Committee, or at the written request of not less than 15 Full Members.
13. Public meetings for the better securing of the objectives of the Society shall be held at the discretion of the Chairman and the Management Committee.
14. The Constitution of the Society as set out herein shall not be altered except on the majority vote of Full members at a General or Annual General Meeting.
15. The Full Membership and Associate membership fees of the Society shall be fixed annually at the AGM on recommendation of the Committee, and be paid to the

Treasurer who shall thereupon issue a receipt for the same. The method of payment will be approved at an AGM on the recommendation of the Committee.

16. Full or Associate membership shall entitle the member to notification of the activities of the Society and attendance at meetings and for nomination for an office of the Society or membership of the Management Committee. Notwithstanding which every member shall notify the Site Administrator/Membership Secretary of any change of address, failing which the Site Administrator/Membership Secretary will be relieved of any responsibility towards that member for notification of meetings or any other matters which may arise.
17. The Management Committee shall have power to co-opt other members to it, subject to the total of elected and co-opted members on the Committee not exceeding eight at any one time. Co-opted members shall have the same right to participate in discussion and decision making as all other Committee members. The names of those co-opted to the Committee will be notified to members at the Annual General Meeting.
18. All Decisions, whether in Committee or at the Annual General Meeting, shall follow the votes of the majority as made known by an open show of hands to be ascertained in Committee and at General Meetings by the Chairman and the Secretary. A system of ballots shall be used at General Meetings if a show of hands is not wished by the meeting.
19. A resolution to wind up the Society shall be taken only at the Annual General Meeting of the Society, or a General Meeting and shall be subject to more than half the Full members being present and the majority voting in favour. The Committee shall thereupon proceed to realise the assets of the Society and, after discharge of all liabilities, shall give the same to the Ditchling Village Association and thereupon the Society shall be dissolved.

February 2007