

THE CONSTITUTION OF SOUTH WEST IN BLOOM

NAME

The Group shall be known as South West in Bloom and referred in this document as The Group.

AIMS

The Aims of South West in Bloom are :-

To promote Horticultural, Environmental and Community activities in the region with local events, the use of social media and maintaining a website.

Organise the **Annual Bloom Competition in the South West of England** in line with the Royal Horticultural Societies Bloom Campaign.

Arrange the Main Competition entries into suitable groups, in accordance with their Electoral Role figure declared.

Collate and assess the "Its Your Neighbourhood" entries in the region, providing the results to the **Royal Horticultural Society for the preparation of award certificates.**

Where possible to hold a regional Seminar and Presentation Event annually at varying locations within the South West.

To select a team of Judges and Assessors to carry out the above activities.

If possible, to hold **Bi-Annual judges training.**

To nominate communities to represent the South West in the National Britain in Bloom Competition.

OFFICERS

At the AGM of The Group the following officers will be elected annually.

Honorary President, Chairman, Vice Chairman, Financial Manager, Regional IYN co-ordinators, Event Manager, and other suitable positions as become necessary.

The Chairman of The Group will be the nominated representative at the Federation meetings.

The Group will have a **paid Regional Coordinator to carry out the administration** of The Group.

The Executive Committee will consist of the Chairman, Vice Chairman, Financial Manager and any coopted members.

The General Committee will consist of all Main Competition Judges.

Others with special skills may be coopted onto the committee

MEMBERSHIP

Any city, town, village or community may be an entry of The Group.

All Judges will be members of the Group.

MEETINGS

The Group will hold its Annual General Meeting in the month of March. It will be held either in person or by zoom.

At the Annual General meeting the Officers will be elected together with the Approval of The Group's Annual Accounts. A copy of these will be sent to the RHS after approval.

The Committee will meet when needed either in Person or by Zoom.

COMMUNICATIONS

As long as it is financially possible The Group should produce and distribute two Newsletters as a means of promoting The Group, the RHS, its sponsors and maintaining contact with all of its communities.

Communications with Judges and Communities will generally be by digital technology.

FINANCE

The Group's financial year shall run from 1st January until the 31st December.

The Financial Manager will keep a detailed account of all financial transactions, either in or out of the account.

The Financial Manager will prepare the Annual Accounts to be presented to the Annual General meeting for approval.

After approval, a copy of the accounts will be sent to the RHS.

The Bank accounts will be held in the name of South West in Bloom and will be held in the Nat West Bank.

Judges and Officers will be able to claim all reasonable expenses and will be submitted on the approved claim form. Receipts should be provided wherever possible.

The Group will employ a Regional Coordinator, the annual remuneration will be determined by the Executive Committee.

All expenditure should be for the benefit and in the interest of the Group.

CONDUCT AND DISCIPLINE

All Judges and Committee Members should, at all times, behave in an acceptable manner in relation to their important position in The Group.

Whilst judging there is a need to be especially careful in the discussions with the representatives of the entrants. Be careful to not criticize aspects that may not contribute to the entry, and especially when offering advice. You are an ambassador for both South West in Bloom and the RHS.

Any complaints should be raised with caution, either to the Chairman or the Regional Coordinator, which ever seems appropriate in relation to the complaint.

All investigations should be carried out with discretion and only released if necessary.

Any action to be taken will be undertaken by the Executive Committee. A record should be kept in relation to any incident with its details, and any action taken.

Special care must be taken if the complaint is in relation to anything within our safekeeping policy.

SAFEGUARDING

All Judges and Members should comply with the South West in Bloom Safeguarding policy.

DISOLUTION

If it becomes necessary for South West in Bloom to be dissolved, any assets of The Group will be released. All debts will be paid, and any remaining funds will be passed to a suitable voluntary organisation with similar aims to SW in Bloom. These funds will not be paid or distributed to any of the members of the Group.

Signed


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Jon Wheatley
Chairman

Signed


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Richard Budge
Vice Chairmar.

Signed


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Terry Porter
Financial Manager

Date


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