

Tottenham Photography Club (TPC)

1. Our Aims We are a voluntary, community organisation based in Tottenham, North London. Our objective is to actively promote the enjoyment and practice of the arts and sciences of photography in all its branches

We will work to:

- i) Provide a space for local people to learn new photography skills, in a supportive and inclusive manner.
- ii) Investigate, record and document the history of photography in Tottenham.
- iii) Investigate and source funding to support the work of the TPC.
- iv) Encourage more people, from all sections of the community, to become members, and promote an atmosphere of mutual appreciation and respect.
- v) Provide photographic support to other local community organisations to promote their activities and help to highlight the range of community assets in the local area.
- vi) Facilitate the creation of a social space in which people can share, enjoy, and develop their photography skills.
- vii) Contributing to the photographic record of the changes taking place in Tottenham.
- viii) Organise opportunities to visit places of photographic interest.

2. Membership Membership will be open to all, regardless of class, race, culture, gender, age, disability or sexual orientation, as long as:

- i) they agree with the aims of the group
- ii) they have given their contact details to be put on to the membership list.
- iii) they have paid a membership fee if the Club chooses to introduce them

The group is opposed to racism, sexism and homophobia and expressions of such prejudice will not be tolerated at meetings or other activities of the Club.

3. Annual General Meeting Every year there will be an Annual General Meeting. The meeting will select one of the members to chair the meeting. At this meeting the members will:

- Hear a report on the activities of the Club for the previous year - and on the Club's finances, prepared by the Treasurer.
- Identify and discuss matters of particular importance for the forthcoming year.
- Make rules on the way the Club will operate e.g. by amending the Constitution.
- Elect three members to be Secretary, Chair and Treasurer
- Conduct any other relevant business the meeting so decides

Everybody on the membership list will receive at least two weeks notice of the Annual General Meeting via the contact details they have provided. Members will also receive information on how to become active in the Association's activities and join any working groups.

4. Other Meetings At least three other General Meetings for members. These meetings will be publicised in good time to members. At these meetings officers and members of working groups will:

- Keep members up to date with plans and decisions affecting the Club
- Collect the views of members and other participants
- Decide on details of future activities

5. Procedure at All General Meetings The General Meetings shall be the decision-making body of the group. The Chair of the meeting will be chosen by the members present.

All members will have a right to attend and to vote. Decisions shall be by consensus where possible, or by a simple majority vote of members where necessary – except for amendments to the Constitution which require a two-thirds majority at the AGM. A quorum shall be 4 members except at the AGM where it will be 6. If there isn't a quorum, any decisions made regarding policy must be ratified at the following meeting. General Meetings may decide to set up working groups, or to delegate any relevant tasks to individual members.

SGM's and EGM's- Special General Meetings (SGM) and or Emergency General Meetings (EGM's) will be initiated for the purpose of changes to the Constitution that will not wait until the next AGM; for disciplinary purposes of members, or any other matter deemed important by general members or the Committee. An SGM/EGM will be notified to all members, in writing or email, a minimum of 14 days in advance, giving a full agenda and detailing the reason for the SGM/EGM, it's time and location.

Only people who attend, in person, at the AGM or SGM/EGM will be eligible to vote, proxy or written votes will not be accepted for any reason.

6. The work of the Association Members will be encouraged to get actively involved in the work of the group. Anyone acting on behalf of the Club will be expected to act in an appropriate manner, and to follow the general policies and guidelines agreed by the members at the General Meetings. Working groups and officers can meet in between the general meetings in order to manage the affairs of the Club including:

- planning general meetings of the group and other activities
- working on funding bids
- meeting with other community groups
- managing the finances and publicity of the group including any social media and website.

7. Finances A bank account will be set up in the name of the Tottenham Photography Club. All money received in the form of payment for sessions, donations, subscriptions or any other contributions will be put into the bank account and will be used to further the aims of the group. The Treasurer and Chair and one other member of the Association will be signatories and the signatures of any two of these people will be required on all cheques. The annual accounts shall be independently verified, and the books shall be made available for inspection on request at the AGM.

8. Powers The Association has the power to raise funds, to employ such staff as are necessary, and to enter into any transactions necessary to further its aims. It has the power to appoint trustees, and to take out trustee liability insurance cover.

9. Dissolution If a General Meeting, or 6 members, wish at any time to dissolve the Association, they should give to all members at least 14 days notice of a Special General Meeting to discuss this. If such a decision is agreed at that meeting by a simple majority of those members present and voting, the assets will be disposed of to another voluntary organisation with compatible aims and principles, this group being agreed at the same meeting.

This Constitution was agreed at the meeting of the Tottenham Photography Club on

Signed (TPC Secretary)

NAME

Signed (TPC Chair)

NAME

Signed (TPC Treasurer)

NAME

DRAFT