

CONSTITUTION FOR TADLEY AND DISTRICT YOUTH ACTION COUNCIL

1.0 TITLE

1.1 The Council shall be known as the Tadley Youth Action Council, commonly known as TYAC.

2.0 AIMS AND OBJECTIVES

2.1 To promote the views of local youth organisations and young people aged between 11 and 18 to local authorities and other organisations.

2.2 To inform other young people and the media on matters of interest in the local area.

2.3 To seek views of other young people on matters which will affect them and take action on their behalf to include raising grants to complete projects for the benefit of people in the area.

2.4 To act impartially on behalf of all young people in the area.

2.5 To provide a Forum for youth opinion.

2.6 To represent the views of young people, and inform on actions being taken, by attending meetings of the local councils in all areas represented.

3.0 COMPOSITION

3.1 The Youth Council will be elected biennially in July. Candidates must be aged between 11 and 18 at the time of the election and fulfil one of the following criteria:

- live in Tadley, Baughurst, Pamber, Silchester or Ashford Hill
- attend The Hurst School
- have a regular connection to Tadley and have an interest in youth provision in the area

A serving councillor may seek re-election providing they are still eligible.

3.2 The Youth Council should be made up of a maximum of 20 councillors and a Clerk.

3.3 The Youth Council aims to encourage representation from all sectors of young people and supports an Equal Opportunities policy.

3.4 Councillors will automatically retire on reaching their 19th birthday or if they have not attended a meeting of the council for more than six months (unless the council has granted special dispensation previously). Any councillor may resign at any time by informing the Clerk in writing of their decision. If a resignation falls within three months of the end of the council's term then the vacancy will remain unfilled until the election falls due. If the vacancy occurs prior to this time a replacement councillor may either be elected or co-opted at the council's discretion.

3.5 The Youth Council has the power to invite other people to participate in their meetings as non-voting members or advisors or guests as and when deemed

appropriate.

4.0 MEETINGS

4.1 The Youth Council will meet not less than 8 times a year and more often if deems necessary. The year begins on 1st September and ends on 31 July.

4.2 A Quorum shall consist of 50% of elected members and if a meeting is not quorate at the start of the meeting or at any point during it then the business scheduled for that meeting will be postponed to the next meeting.

4.3 Meetings will be held at The Point, Tadley Community Centre at a time suitable for members to attend and will not last more than two hours.

4.4 A Chairman, Vice chairman and Secretary will be elected annually at the first meeting after 1st September and will serve for one year. If they are still council members, they may stand for one further year but are then required to retire. If neither the Chairman nor Vice chairman are present at any meeting the first business will be to appoint a Chairman for the meeting.

4.5 All meetings will be open to the public .An Open Forum of 10 minutes will be included on the agenda of each meeting.

4.6 The Youth Council may appoint Committees or Sub Committees and may delegate any duties to those Committees or sub Committees it sees fit.

4.7 The Youth Council may approach or involve other youth organisations in an advisory capacity.

4.8 The Secretary will work closely with the Clerk so that minutes of the meeting are taken, recording all decisions, and presented to the next meeting for acceptance as a correct record. Agreed minutes will then be forwarded to the Clerk of Tadley Town Council. If the Clerk is unable to attend a meeting, they will arrange for another member of Tadley Town Council to attend and ensure that minutes of the meeting are taken.

5.0 VOTING

5.1 Only elected members will have a vote.

5.2 All elected members will vote by show of hands, or written ballot if requested, and will have equal voting rights. A majority of one is sufficient to decide all matters. In the event of an equality of votes the Chairman may give a casting vote.

5.3 The Clerk is not entitled to vote.

6.0 OFFICERS

6.1 The Youth Council shall annually elect a Chairman, Vice chairman, Secretary and any other Officer that they from time to time shall decide.

6.2 Only members of the Youth Council shall be eligible to serve as officers.

6.3 Officers may resign during the year in writing to the Clerk. Any vacancy will be filled by election at the next meeting of the Council.

6.4 A Councillor from Tadley Town Council will be appointed by TTC as Clerk to support the Secretary in taking minutes, setting the agenda in consultation with the Chairman and dealing with correspondence. The appointment of the Clerk will be for a two year period to run con-current with the period of office for councillors and will be ratified by TYAC at its first meeting after the 1st of September following elections. Any resignations must be in writing to the Chairman of TYAC and TTC. Vacancies thus arising will be filled as soon as practicable by TTC and ratified by TYAC.

7.0 FINANCE

7.1 All monies raised by or granted to the Youth Council will be spent to further the objectives of the Youth Council providing that it will not prevent repayment of reasonable out of pocket expenses incurred carrying out duties of a youth councillor.

7.2 All transactions will be effected through the Tadley Town Council Bank Account using a coding for TYAC under the control of the Clerk to TTC so that separate accounts can be produced. A record of all transactions will be kept and presented at each meeting for approval by the Youth Council.

The financial year will run in line with the TTC year and the annual audit will form part of the TTC audit.

8.0 DISSOLUTION

8.1 If the Youth Council decides at a meeting by three quarters of those present majority that on the grounds of expense or otherwise it is necessary or advisable to dissolve the Youth Council, it shall call a special meeting of all Council members giving 21 days' notice stating the terms of the resolution to be discussed.

8.2 If at the special meeting a majority of three quarters of those present and voting confirm a decision to dissolve the Youth Action Council, the Youth Action Council will have power to dispose of all resources held by the Youth Action Council towards charitable purposes, which will benefit young people within the parishes covered by the Council.

9.0 AMENDMENTS

9.1 Any proposed amendment to the constitution must be received at least 21 days before a meeting of the Youth Council. 14 days notice of such proposed alterations must be given, in writing, to all eligible members of the Council. A clear majority of three quarters present and voting must be given at the meeting following to allow the

10.00 DECLARATION

10.1 This Constitution was adopted by the Tadley and District Youth Action Council at a duly convened meeting held on Thursday 10th July at The Point, Tadley Community Centre.

Signed (Chairman)

Date

Junaid Hodges as Vice Chair

on behalf of the Chairman who was absent