

# **East Hants Youth Council Constitution**

## **Who we are**

East Hants Youth Council (EHYC) is a group of young people, set out to represent young people in the East Hants District.

## **Membership by election**

- Any young person who lives, learns or works in East Hants can become a member
- Only young people aged 11-21 can be a member
- Any person who is a member and does not attend 2 consecutive meetings without apologies will be given a warning
- Any person who is a member and does not attend 3 consecutive meetings without apologies may be voted out of EHYC depending on the circumstances.
- There is a maximum of six reps per area
- The reps are voted in through elections in the nine individual areas
- The areas are as follows:
  - ⇒ Horndean, Clanfield, Rowlands castle
  - ⇒ Froxfield, East Meon, Langrish
  - ⇒ Buriton, Petersfield Town, Steep
  - ⇒ Ropley, West Tisted, Colemere & Priors Dean, East Tisted, Newton Valence
  - ⇒ Selborne, Hawkley, Whitehill, Liss, Greatham
  - ⇒ Lindford, Headley, Grayshott, Bramshott, Liphook
  - ⇒ Lasham, Bentworth, Wield, Medstead, Four Marks
  - ⇒ Shalden, Beech, Alton Town, Chawton, Worldham
  - ⇒ Froyle, Bentley, Binstead, Kingsley
- The winners of the election, through simple majority become reps
- Elections run so the winners are announced, and gives one month hand over
- Reps are expected to represent all young people between 11-21 in their area
- Reps are expected to attend at least 6 meetings a year
- A rep's role lasts one year

## **Meetings**

- At least 6 meetings must be held a year
- Every other meeting to be held in Petersfield, at the District Offices, this meeting will be formal
- When a meeting is not in Petersfield, it will move around the district to: Alton, Bordon and Horndean at least
- Formal meetings will conform to the code of conduct
- All meetings will have agreed rules read out before the meeting starts
- Any other locations for a meeting must be agreed by members at a formal meeting
- Any young person can attend any formal or informal meeting

### **Code of conduct**

- Every attending person, must sign the code of conduct at their first meeting, and they must abide by it
- No rude, abusive or insulting language
- No 'isms'. E.G. Racism, sexism, ageism
- No discrimination. Respect others and their beliefs and ideals
- Members can request you leave a meeting if you continue this behaviour
- No mobile phone use during meetings, and to be turned off or put on silent
- Apologies must be sent if you are unable to attend a meeting

### **Voting in meetings**

- Voting will be conducted by show of hands, or a secret ballot if requested
- Every person has one, and only one vote
- Only young people (11-21) who are present at a meeting can vote
- To declare a winning vote, it must attain two-thirds of the vote

### **Election of officers**

- There must be the following officer positions available:
  - ⇒ Chair (Chairperson for the council)
  - ⇒ Vice Chair (Deputy to the Chair, and to chair meeting if the Chairperson can't)
  - ⇒ Secretary (Takes minutes, helps write the agenda with the Chair, and sends these to all members)
  - ⇒ Treasurer (Controls all finance and write a financial report every quarter)
  - ⇒ Public Relations (Deals with all external publicity)
  - ⇒ Web Master
- Any member wanting to become an officer must stand for election at an Annual General Meeting (AGM)
- Any young person (11-21) attending the AGM can vote
- The person with a simple majority wins the position
- An officer's role lasts one year
- The newly elected officers start their role at the next meeting, allowing a hand-over period
- If an officer has to stand down from their position, they must give a two meeting resignation
- When the officer has handed in a resignation, at their second to last meeting, a by election must be held to replace them, giving a chance for a hand over period

### **Finance**

- All spending over £10, must be approved by at least one quarter of attending members
- The treasurer must give a spending report every quarter to the council

## **Equal Opportunities**

All people in our age remit are welcome regardless of: race, religion, disability, ethnicity or gender. We cater for everyone including any special requirements they might have.

## **Amendments**

- Any amendments must go to a vote, for members only
- Any amendment must attain a two-thirds majority to pass it

## **Declaration**

- All members and officers must sign up to uphold and conform to the constitution