CONSTITUTION OF THE YOUTH COUNCIL

1. NAME
The organisation shall be called "The Skegness Youth Council"

2. AIMS
The main aims of the Skegness Youth Council shall be:
(a) To have better understanding of all the operations of Local Government
(b) To create an active interest in local affairs generally.
(c) To strengthen a sense of civic pride and concern for the welfare of the youth of the area.
(d) To find ways and means of improving community life and amenities.

3. STATUS
(a) The Skegness Youth Council shall function under the guidance of the Skegness Town Council, shall exist as a separate body but shall report to the Town Council as required.
(b) The Skegness Youth Council should assist the Skegness Town Council in policy formulation.

4. LIAISON WITH THE SKEGGNESS TOWN COUNCIL
(a) The Skegness Youth Council should enjoy a close relationship with the Town Council. The channels of communication should be open and speedy.
(b) A Youth Council Co-ordinator shall be appointed by the Skegness Town Council to facilitate the administration of the Skegness Youth Council.

5. MEMBERSHIP
5.1 Membership shall consist of:
(a) Residents (and/or Members of secondary schools and youth organisations) within the Skegness area; the age being from 12 to 21 years.
(b) Membership of the Youth Council shall be restricted to 25 who shall have full voting rights.
(c) A member may resign from the Youth Council at any time, following which the vacancy so created, will be filled from the waiting list of persons desiring to become members of the Youth Council.
(d) Attendance at Youth Council Meetings shall be deemed to be unsatisfactory when a Youth Councillor has been absent from three (3) consecutive meetings without due cause or apology acceptable to the Skegness Youth Council, such Youth Councillors will become ineligible and such vacancy will be filled from the waiting list of persons desiring to become members of the Youth Council.
5.2 An election of office bearers will be held at the Annual Council meeting of each year. Therefore, term of executive officers will be as per calendar year.
6. THOSE IN ATTENDANCE AT MEETING
6.1 Those in attendance at meetings may be:
(a) Members as defined in Clause 5. Membership
(b) Councillors of Skegness Town Council
(c) Youth Council Co-ordinator
(d) Visitors: (i) Guests of the Chair;
(ii) The Press;
(iii) Members of the General Public in the Public Gallery.

7. OFFICE BEARERS
7.1 Office Bearers will consist of:
(a) Youth Mayor
(b) Youth Deputy Mayor
(c) Youth Publicity Officer
(d) Youth Town Clerk
(e) Youth Deputy Town Clerk
(g) Youth Treasurer
(i) Any other officers the Youth Council chooses to appoint.

8. POWERS, DUTIES AND RESPONSIBILITIES OF MEMBERS AND OFFICE-BEARERS:
8.1 (a) Members are required to attend all meetings of the Youth Council
8.2 Powers of the Youth Mayor
(a) The right to suspend any person in attendance for the duration of a meeting after that person has failed to apologise or respond to a call to order by the Youth Mayor, unless overruled by a 50% plus one majority of the Skegness Youth Council.
(b) The right to eject any person in attendance at a meeting if that person refuses to abide by a suspension and the right to initiate necessary action to carry out such ejection. The Youth Mayor ruling in such a matter may only be over ruled by a 50% plus one majority of the Skegness Youth Council.
(c) The Youth Mayor shall, at his/her discretion, not put to a meeting any item of business that, in his/her opinion, is calculated to disrupt good order or to waste the time of the Council. Dissent from a ruling in this regard must be put to an immediate vote and will succeed on a simple majority. Such a motion will not imply lack of confidence in the Chair.
(d) When the Youth Mayor is called upon to decide upon points of order, he/she shall simply state his/her ruling which shall be final, subject only to a motion of dissent which shall be put to the meeting without discussion and will succeed on a simple majority. Such a motion will not imply lack of confidence in the Chair.
(e) The Youth Mayor may instruct the Youth Town Clerk to convene an extraordinary meeting upon his/her own authority. The Chairman shall instruct the Youth Town Clerk to convene an extraordinary meeting upon the request of two (2) members of the Skegness Youth Council in accordance with Section 9.2 of this Constitute and pursuant By-Laws.
(f) The Youth Mayor shall open meetings of the Skegness Youth Council upon obtaining a quorum which shall be 20% of the membership of the council.
(g) The Youth Mayor may call members to order in a meeting when they contravene the
rules laid down in the Constitution and Standing Orders of the Skegness Youth Council.

(h) The Youth Mayor shall be entitled to move or second a motion.

(i) The Youth Mayor shall have a deliberative and a casting vote except in respect of the election of the Youth Mayor.

(j) The Youth Mayor may initiate, direct and summarise discussion.

(k) The Youth Mayor, as may any other member, may move the question be put or deferred. Upon seconding, such a motion shall be put without discussion and succeed upon simple majority.

(l) The Youth Mayor may decide who shall speak first where two members have risen to speak at the same time.

(m) The Youth Mayor may call the attention of a speaker to continued irrelevance or repetition and direct him/her to discontinue his/her speech.

(n) The Youth Mayor shall close a meeting upon conclusion of agenda or upon motion of The Skegness Youth Council or upon extreme disruption of the proceedings.

8.3 It shall be the duty of the Youth Mayor to preserve order so that the business of the meeting may proceed with propriety and in due form in accordance with the rules laid down in the Constitution and Standing Orders as based on Local Government Ordinance No. 1 in so far as it is not inconsistent with this Constitution.

8.4 It shall be the responsibility of the Youth Mayor to ensure that the meetings of the Youth Council are properly convened, constituted, administered and recorded.

8.5 Powers of the Deputy Youth Mayor

(a) It shall be the duty of the Deputy Youth Mayor to take the place of the Youth Mayor in his/her absence or when deputed by him/her to act in his/her stead and while so acting assume the powers and responsibilities of the Youth Mayor.

(b) The Deputy Youth Mayor shall be a member ex-officio of all committees and subcommittees of the Skegness Youth Council.

8.6 Powers of the Youth Publicity Officer

(a) The Youth Publicity Officer will be actively engaged in the production and co-ordination of publicity required by the Skegness Youth Council.

(b) The Publicity Officer will be responsible for the co-ordination and enforcement of Section 5 of the Constitution - Membership.

(c) The Publicity Officer will be required to report to the Youth Council at each meeting upon the state of publicity for each Youth Council activity.

8.7 Duties of the Youth Council Co-ordinator (Town Council Member)

(a) The Youth Council Co-ordinator shall, on the prior request of any ember furnish a financial statement at any meeting.

(b) The Youth Council Co-ordinator will co-ordinate and advise upon all Youth Council activities in accordance with his/her duties towards the Youth Council as laid down by the Town Council.

(c) The Youth Council Co-ordinator will facilitate communication between members of the Youth Council and members of the Town Council.

(d) Manage the Youth Council working with the elected officers and youth councillors.

8.8 Duties of the Youth Town Clerk

(a) The duties of the Youth Town Clerk shall be:

(i) To help compile and sign the agenda for each meeting according to the agenda in
Standing Orders and the business to be conducted at that meeting.

(ii) To prepare the letter of notification for members for each meeting.
(iii) To collect and prepare a summary of all correspondence received.
(iv) To keep a list of members, observers and office-bearers.
(v) To have at each meeting copies of the Constitution and Standing Orders of the Skegness Youth Council and the minutes of previous meetings.

8.9 Duties of the Youth Deputy Town Clerk
The Youth Deputy Town Clerk will actively assist the Youth Town Clerk in all his/her duties and act in the Youth Town Clerk's capacity in his/her absence or when deputed by the Youth Town Clerk to do so.

8.10 The powers duties and responsibilities of any other officer shall be defined upon the creation and institution of the particular office.

9. MEETINGS
9.1 Ordinary Meetings of the Youth Council shall be held on the first Wednesday of each Month at 5.30pm.
9.2 Extraordinary Meetings may be held at the request of the Youth Mayor or any two (2) Members.
9.3 The Annual Report of the Youth Council will be presented to the last meeting in May.

10. FINANCE
10.1 The Youth Council shall receive an allocation of funds from the Town Council if it wishes to do so.
10.2 Funds raised by the Youth Council are to be used at the discretion of the Youth Council.

11. STANDING ORDERS OF THE YOUTH COUNCIL
11.1 Standing Orders of the Youth Council are to be based on Local Government Ordinance No. 1 in so far as it is not inconsistent with this Constitution the emphasis is to be placed on free-flowing formal discussion and shall be left to the discretion of the Chair.
11.2 Suspension of Standing Orders shall occur when a motion to that effect is duly moved, seconded and passes by simple majority. Such a motion will be discussed immediately.

12. CONSTITUTIONAL AMENDMENTS
12.1 This Constitution of the Youth Council may only be amended if the proposed amendment is placed on a published agenda, duly seconded and passes by a 50% plus one majority of the members present, whereupon the amendment will come into effect immediately unless otherwise specified.

13. The Youth Council remains a non-political organisation.