



## Welcome to the Peacehaven & District Chamber of Commerce

Congratulations in joining part of the Peacehaven and district business community. The Chamber is here to help you and we can offer you real benefits and value whether you are looking for business information, advice and support, networking opportunities or social events.

This introductory pack includes the following:

1. Your welcome letter.
2. The aims of the Peacehaven & District Chamber of Commerce and the benefits of becoming a member.
3. Your membership certificate.
4. A free Breakfast Club voucher.
5. A copy of the Chamber's Constitution.

We hope this gives you a clearer understanding of how Peacehaven & District Chamber of Commerce member can benefit you and your business. If you have any queries please don't hesitate to contact our Secretary, Paula Gander on **07725999650**.

**We look forward to meeting you at our events and welcoming you as a member of the Peacehaven & District Chamber of Commerce.**

Yours sincerely

## Mark Derrick

**Mark Derrick**  
Chairman  
Peacehaven & District Chamber of Commerce



## Aims and benefits of the Chamber

### **The Peacehaven & District Chamber of Commerce is a business networking group and represents the local business community.**

Peacehaven & District Chamber of Commerce is a dynamic member-led organisation, working to support the local business community and specifically our network of member businesses. Our aim is to strengthen the position of our members and ensure that the interests of local businesses are heard. We can help any size company at any stage of development to grow and prosper within the Peacehaven and south coast area.

#### **Why join the Chamber of Commerce?**

There are lots of good reasons to join the Peacehaven & District Chamber of Commerce, whether you are a local business, a community organisation or a member of the local residents association. For many members the Chamber offers a welcome opportunity to get together with like-minded people and discuss the achievements and challenges of business life. The Chamber provides many opportunities to build your network and open up a world of opportunities to raise your profile in Peacehaven and the surrounding area.

Benefits of membership include:

- 1.** Be energised for your business day by attending our fortnightly **Breakfast Club** meetings. Relax and enjoy informal **networking** with fellow members and listen to informative and inspirational speakers. Your first breakfast is FREE and then there is a small charge thereafter at each event.
- 2.** Inclusion in our online **members' directory** and promotion through the **Chamber website**. There is an opportunity for every member to have a full profile on the Chamber website to be seen by the entire business community.
- 3.** Opportunities to showcase your business through our popular **Member-to-Member offers and discounts**.
- 4.** Share in **awareness of local issues and events** and influence key local groups through representation by the Chamber of Commerce and the **voice of local business**.
- 5.** Relax and enjoy regular **social events** with fellow members, friends and colleagues.

Through our programme of events you can meet with potential clients and suppliers as well as network with other Peacehaven and south coast business people who can help you out with information, support and contacts.

#### **Help for your business**

Whatever the needs of your business, we can help you find cost-effective solutions that will help your business to thrive. Whether you're looking to start a new venture or develop an existing one, we can provide a one-stop shop for all your business needs.



## Chamber contacts

### Committee Meetings

The Committee meets on the first and third Tuesday of each month (excluding December). If you are a current Chamber member and there's an issue you would like to bring to the attention of the Committee or a suggestion to make, feel free to write to the Committee. Please mark your envelope "Committee" and address it to:

The Secretary, Peacehaven & District Chamber of Commerce, c/o Jarlands, 187a South Coast Road, Peacehaven, East Sussex, BN10 8NS

Email: [secretary@peacehavenchamber.co.uk](mailto:secretary@peacehavenchamber.co.uk)

### Contacting a Committee Member

You can email any member of the Chamber committee via the chamber office, please mark your email for the attention of the relevant committee member: [info@peacehavenchamber.co.uk](mailto:info@peacehavenchamber.co.uk)

### The current Chamber committee comprises:

#### Chairman

##### **Mark Derrick**

Mark owns Jarlands on the South Coast Road. He lives in Peacehaven with his partner and young family and coaches youth rugby in his spare time.

#### Treasurer

##### **Simon Marks**

Simon is Managing Director of a specialist debt recovery and legal services business based in Peacehaven. He is kept very busy by his 2 young grandsons and somehow finds the time to keep fit with regular swimming and running. Simon is also the current chairman of the southern branch of the Association of British Investigators.

#### Committee Member

##### **Rachel Brown**

Rachel owns Secretary Outsource, a freelance secretarial service. Rachel lives in Peacehaven and has a son and grandson.

#### Chamber Ambassador

##### **Nigel Enever**

Nigel is retired and has agreed to represent the Chamber on various local committees and business boards in order to ensure our members are kept up to date and feed back on issues which may affect them.

#### Vice Chairman

##### **Simon Studd**

Simon is a local entrepreneur having recently franchised his gardening business Clean Cut Gardening.

#### Secretary

##### **Paula Gander**

Paula is the owner of Anti Aging Therapy a business providing holistic and natural therapies and products. Paula lives in Telscombe Cliffs has 2 daughters and 2 grandchildren. Paula is also an Ambassador for Breast Cancer UK and regularly gives talks on the preventative measures recommended.

#### Committee Member

##### **Grahame Bannister**

Grahame is the owner of Southern PC Services, A business providing computer repair and maintenance for the home and office. He lives in Peacehaven with his partner and between them they have 5 children.



# The Chamber Constitution

## **1. Name**

- 1.1. The association is known as "Peacehaven & District Chamber of Commerce" (hereinafter referred to as "the Chamber").

## **2. Place of Meeting**

- 2.1 Meetings may be held at any place approved by the Committee.

## **3. Aims and Objectives**

- 3.1. To provide a medium through which members can trade, communicate, confer and lobby for the mutual benefit of the membership and the advancement, promotion and protection of the general commercial and professional interests of the towns of Peacehaven and Telscombe Cliffs in East Sussex.
- 3.2. To be and remain politically independent.

## **4. Membership**

- 4.1. There will be two classes of membership.
- 4.2. Full Membership is open to any person representing a business located in Peacehaven, Telscombe Cliffs or surrounding areas subject to the right of the Committee to refuse an application for membership without disclosing any reason.
- 4.3. Affiliate membership is open to any person representing a charity, not-for-profit organisation, Social Enterprise, School or College located in Peacehaven, Telscombe Cliffs or surrounding areas subject to the right of the Committee to refuse an application for membership without disclosing any reason.

## **5. Subscriptions**

- 5.1. The annual subscription shall be set by the Committee and be due on the first day of February each year.
- 5.2. The annual subscription fee for members joining during the financial year shall be calculated on a pro-rata basis.

- 5.3. There shall be no reduction or refund in subscription for members leaving mid-year.

- 5.4. Those members in arrears after the 28th February each year will have their membership terminated automatically.

- 5.5. Members who submit a payment for their subscription that is subsequently dishonoured will be charged a fee set by the Committee and any repetition may result in termination of membership.

## **6. Financial Year**

- 6.1. The Chamber's financial and administrative year shall run from 1st February to 31st January.

## **7. Committee**

- 7.1. The Committee shall meet monthly throughout the year except for the month of December at a venue agreed by members of the Committee.
- 7.2. The Committee shall consist of at least eight fully paid-up members of the Chamber to include four Executive Officers; the Chair, Vice Chair, Secretary and Treasurer. Only full members that have served as a Committee member for a minimum of one year may serve as Executive Officers.
- 7.3. Executive officers are drawn from Committee and appointed by the Committee.
- 7.4. The Committee may co-opt additional members as necessary.

## **8. Sub committees**

- 8.1. From time to time the Committee may create sub-committees and co-opt members as necessary.

## **9. Elections**

- 9.1. All fully paid-up members are eligible to stand for election to the Committee.
- 9.2. Nomination papers will be distributed to the membership ahead of the Annual General Meeting.



- 9.3. Nominations for election must be proposed and seconded by fully paid-up members of the Chamber. The nominee must confirm their acceptance of the nomination.
- 9.4. If more nominations are received than posts being contested, a secret ballot shall be held and the result(s) declared at the Annual General Meeting.
- 9.5. If the ballot does not produce a clear winner, the outcome of the election will be decided by simple majority.
- 9.6. No committee member or Officer may remain in their position for more than three years without standing for re-election.
- 10. Meetings and Notice**
- 10.1. There shall be an Annual General Meeting which shall be held no later than 18 months from the date of the preceeding AGM.
- 10.2. Notice of the Annual General Meeting shall given no later than 28 days prior to the meeting.
- 10.3. Any member may submit a motion to be heard at an AGM provided that it is proposed, seconded and supported by 6 other fully paid up members. Such motions must be received no later than 21 days prior to the AGM.
- 10.4. Agendas shall be circulated no later than 14 days prior to the meeting.
- 10.5. Amendments must be submitted no later than 7 days prior to the meeting.
- 10.6. Motions and amendments from the floor are not permitted at an AGM.
- 10.7. An Extraordinary Meeting may be called at 21 days notice by the Officers or by no less than 15% of the membership signing a requisition.
- 10.8. No business shall be transacted at any meeting unless a quorum of members is present at the time that the meeting proceeds to business. Ten percent of the membership present in person shall be a quorum for a General Meeting. 5 members present in person shall be a quorum for a Committee Meeting.
- 10.9. In the event of there not being a quorum for any meeting, the Officers may transact business alone.

- 10.10. The quorum necessary for the transaction of business by the Officers alone shall be three but all the Officers available shall be consulted. The decision of the Officers shall be final and binding.

#### **11. Voting**

- 11.1. At General Meetings, each member shall have one vote. A simple majority shall apply and in the event of a tied ballot, the Chairman shall have the casting vote.
- 11.2. No member in subscription arrears shall be entitled to vote at any General Meeting.

#### **12. Conduct**

- 12.1. No member shall use the name of the Chamber of claim to represent the Chamber without proper authority.
- 12.2. The Committee may terminate a membership providing that it is proven that the Member has not adhered to the constitution or decisions of the Committee or by his actions, has brought the name of the Chamber into disrepute.

#### **13. Dissolution**

- 13.1. If, on a ballot vote, a resolution to dissolve the Chamber shall be passed by 20% of the membership, or if the numbers be reduced to 10 or less, any fully paid-up member shall be entitled to call a meeting to appoint a committee to wind up the affairs of the Chamber.
- 13.2. After payment of liabilities, any assets shall be divided among the members in equal shares.

#### **14. Interpretation**

- 14.1. Any question of interpretation of the provisions of this Constitution shall be referred to the Executive Committee for determination. The ruling of the Committee shall be final and binding.

#### **15. Constitutional Changes**

- 15.1. The provisions of the Constitution may be altered by resolution of the Chamber at an Annual General Meeting provided details of the proposed alterations have been notified to the membership in writing by the Secretary at least 21 days before the AGM.