

Pebbles Sangha Rules and Constitution

1. Name

The group shall be known as Pebbles Sangha ("the Sangha").

2. Purpose

The purpose of the Sangha is to practise mindfulness meditation in the tradition of Zen Master Thich Nhat Hanh. The Sangha will normally meet on Saturday mornings and one weekday evening each week. The Sangha may also organise Days of Mindfulness, retreats, workshops, and other practice opportunities.

3. Affiliation

The Sangha is affiliated with the Community of Interbeing UK (Registered Charity No. 1096680) and seeks to practise in accordance with the teachings and principles of the Plum Village tradition.

4. Membership

Membership of the Sangha is open to anyone with an interest in mindfulness and meditation, regardless of age, background, gender, ethnicity, disability, sexual orientation, or spiritual/religious background.

Newcomers are welcome to attend regular public meetings.

For the purposes of this Constitution, members are those who regularly attend either the in-person or online Sangha,

5. Sangha Officers

The affairs of the Sangha shall be managed by a Committee consisting of:

- Chair (known as 'Sangha Officer')
- Secretary (known as 'Sangha Officer')
- Treasurer (known as 'Sangha Officer')
- Membership Secretary (known as 'Sangha Officer')

Sangha Officers shall be elected at the Annual Review and shall serve until the conclusion of the next Annual Review. Sangha Officers may stand for re-election.

Each role may be subdivided between two or more people with agreement of other Beachcombers.

Should a Sangha Officer position become vacant during the year, the remaining Sangha Officers and Beachcombers may appoint a replacement who will serve until the next Annual Review

6. The Beachcombers

The Sangha Caretaking Group, known as 'The Beachcombers', will be responsible for overseeing the day-to-day organisation and administration of the Sangha.

All Sangha members who act as Facilitators for Sangha meetings will automatically become members of the Beachcombers unless they make clear that they wish to opt out. Other Sangha members who are not Facilitators, may put themselves forward to join the Beachcombers. (*See Addendum for criteria*)

It is customary for the Chair, Secretary, Membership Secretary and Treasurer automatically to become members of the Beachcombers at their election at the Annual Review.

The Beachcombers will meet once every calendar month, usually online. A chair and minute take will be appointed for each meeting, and the chair will prepare the agenda in collaboration with the Beachcombers. Minutes will be circulated to all members of the Beachcombers following each meeting, and a copy will be stored in the Pebbles Sangha online archive.

Decisions shall be made by consensus. Where a vote is required, decisions shall be made by a simple majority of those present. In the event of an equal number of votes, the person chairing that Beachcombers' meeting shall have a casting vote.

The quorum for beachcomber meetings shall be four members including at least one sangha officer.

Beachcombers will maintain up-to-date policies on GDPR and Safeguarding, with named people responsible for oversight and review.

7. The Annual Review

- An Annual Review shall normally be held once each calendar year, in March. The Annual Review shall:
- Receive the Secretary's report on the activities of the Sangha during the previous year.
- Receive and approve the Treasurer's financial report.
- Elect the Sangha Officers for the forthcoming year.
- Find volunteers from the membership to fill roles within the Sangha, such as Welcomers, Room Organisers, Refreshments Team, 'Tech' Team, Librarian(s).
- Agree the distribution of charity donations from the Sangha for the year.
- Consider any other business properly brought before the meeting.
- Sangha Officer Nominations
- Minutes will be produced by the outgoing secretary. The minutes will be reviewed for accuracy at the next Beachcombers meeting then made available to all members of Pebbles Sangha

Nominations for election of the sangha officers should be submitted to the Secretary before the Annual Review. Nominees should be willing to serve and supported by an existing member of the committee where possible.

Nominations may also be accepted at the Annual Review at the discretion of those present if vacancies remain.

9. Finance

The Sangha shall maintain a bank account in its name.

The authorised signatories shall normally be the Chair, Secretary and Treasurer.

Payments shall be authorised by the treasurer with other signatories providing oversight.

All income received on behalf of the Sangha shall be paid into the Sangha bank account and used solely to further the purposes of the Sangha.

The Treasurer shall maintain accurate financial records and present an annual statement of accounts to the Annual Review. Any Sangha member can request to view the details of the accounts if they wish.

Charitable donations made by Pebbles Sangha will only be made following a decision to do so at an annual review meeting. In very rare exceptions Sangha officers will consult with Beachcombers before deciding whether to make an exceptional payment outside of the annual review.

10. Amendments

This Constitution may be amended at an Annual Review or at a Special Beachcombers meeting by a simple majority of members present and voting, provided that reasonable notice of the proposed amendment has been given beforehand. For any such amendment to be valid, at least 51% of the Beachcombers should be present and in agreement with the change.

11. Dissolution

If the Sangha is dissolved, any remaining funds or assets, after payment of outstanding liabilities, shall be transferred to the Community of Interbeing or to another non-profit organisation with similar aims, as determined by the members present at the meeting called to dissolve the Sangha.

V1 Originally adopted: 6 March 2010

V2 Revised: July 2026