

The Friends of Miss Whalley's Field Group

CONSTITUTION

1. Name

The name of the group shall be Friends of Miss Whalley's Field.

2. Aim

To protect the green space known as Miss Whalley's Field for the continued benefit of children and the local community.

3. Objectives

The group will endeavour to uphold the historical spirit of the gift made by Miss Whalley by pursuing the following objectives;

- a. To secure the field's future by seeking to add protection.
- b. To provide a forum for the local community to discuss future uses of the field.
- c. Explore ways to improve the quality of the land.
- d. To develop a diverse range of uses of the field.
- e. To promote wildlife and the bio-diversity of the field in keeping with the needs of the local community.
- f. To seek funding in order to further the objectives of the group.
- g. To establish links with other similar local groups.
- h. To promote and publicise widely the groups' Aim and Objectives.

4. Membership

a. Membership of Friends of Miss. Whalley's Field shall be open to anyone who is interested in helping the group to achieve its aim and willing to abide by the rules of the group.

b. Every member shall have one vote at general meetings.

c. The Management Committee shall have the power to refuse membership to an applicant, where it is considered such membership would be detrimental to the aims, purposes or activities of the group.

d. Registration and termination of membership.

The Management Committee may terminate or suspend the membership of any member if in its opinion his/her conduct is prejudicial to the interests and objectives of the association,

PROVIDED THAT the member shall have the right to be heard by the committee before the final decision is made. There shall be a right of appeal to an independent arbitrator appointed by mutual agreement.

5. Management Committee

a. Friends of Miss Whalley's Field shall be administered by a Management Committee of not fewer than five and not more than eight members, to be elected at the group's Annual General Meeting. Committee Members must be at least 16 years old.

b. The officers of the management Committee shall be:

- The Chairperson
- The Treasurer
- The Secretary

c. The Chairperson, Treasurer and Secretary shall be elected for a period of three years, renewable for one further term.

d. Ordinary members of the committee shall be elected for a period of two years renewable.

e. The Committee is empowered to set up sub-groups and work parties as deemed necessary who shall be accountable to the committee.

6. Finance

a. Any money obtained by the Association shall be used only in furtherance of the Association's interests and aim.

b. Any bank accounts opened for the group shall be in the name of the Association. Any cheque issued shall be signed by at least two of any three nominated signatures.

c. The Management Committee will ensure that the group stays within the budget.

7. Committee Meetings

a. The Management Committee shall meet at least twice each year.

b. The quorum for a meeting shall be five.

c. Voting at Management Committee meetings shall be by show of hands on a majority basis. If there is a tied vote then the Chairperson shall have a second vote.

d. All meetings must be minuted and the minutes made available to any interested party. A hard copy available for a nominal fee.

d. All Committee members shall be given at least seven days notice of a meeting unless it is deemed an emergency meeting.

8. Annual General Meetings

a. The Friends of Miss Whalley's Field shall hold an Annual General Meeting (AGM) at not more than 12 month intervals.

b. Where possible members shall be notified personally, otherwise notice will be deemed served by advertising the meetings in at least five public places giving at least fourteen day's notice of the AGM.

c. The business of the AGM shall include;

- Receiving a report from the Chairperson of the group's activities over the Year.
- Receiving a report and presentation of the last financial year's accounts from the Treasurer on the finances of the group.
- Elections to any vacant posts on the Management Committee.
- Any other matter as may be appropriate at such a meeting.

d. The quorum for an AGM shall be at least eight persons of which no more than four shall be Committee members.

9. General Public Meetings

- a. The Committee shall call additional general public meetings as and when required.
- b. The Chair of the group shall normally chair these meetings.
- c. At least fourteen day's notice of such a meeting must be given and advertised in at least five public places.
- d. The quorum for a general meeting is five.

10. Alteration of the Constitution

- a. Proposals for amendments to this constitution, or dissolution (see Clause 11) must be delivered to the Secretary in writing. The Secretary in conjunction with all other officers shall then decide on the date of a forum meeting to discuss such proposals, giving at least four weeks clear notice.
- b. Any changes to this constitution must be agreed by a least two thirds of those members present and voting at any general meeting.

11. Dissolution

The group may be wound up at any time if agreed by two thirds of those members present and voting at any general meeting. Any assets shall be returned to their providers, if they require it, or shall be passed to another group with similar aims.

12. Adoption of the constitution

This constitution was adopted by the members present at the AGM held on:

(Date)

Signed:

_____	(Chair)	_____
_____	(Secretary)	_____
_____	(Treasurer)	_____
_____	(Member)	_____