

Friends of Preston Park Constitution

Name

The name of the group will be *Friends of Preston Park*.

Objectives of the Group

To promote the protection and improvement of the park environment for the people who use it.

To further involve the local community and to work with other bodies involved with the park.

Powers

To raise funds.

To liaise with the council to achieve objectives.

To invite and receive contributions.

Eligibility for Membership

Membership will be open to all who are interested in the park.

General Meetings

An AGM will be held annually.

At least four General Meetings will be held each year.

Meetings will be publicised at least two weeks beforehand.

Items for the agenda, or motions to the meeting, must be given in writing to the chair of the meeting no less than three days before the meeting.

A quorum for a General Meeting will be 10% of members. In the event of the meeting failing to achieve a quorum, business may be discussed and proposals put to the next meeting for ratification.

In the event of two meetings being inquorate the second meeting may call a Special General Meeting which will be deemed to be quorate.

The Secretary will call a Special General Meeting if asked to do so, in writing, by ten members.

Rules of Procedure

With the exception of changes to the constitution, all questions that arise at any meeting will be decided by a simple majority of those present and entitled to vote.

If the number of votes cast on each side is equal the chair of the meeting shall have an additional casting vote.

Any motion must have a proposer and seconder before it is discussed or voted on.

Officers

The officers of the group will be:

A Chair, who will chair both the General and Committee Meetings

A Vice Chair

A Secretary, who will be responsible for taking the minutes and the distribution of all papers and for maintaining an up to date list of members

A Treasurer

A Fundraiser

Committee and Committee Meetings

The committee shall consist of the officers above and up to seven other members, all of whom will be elected annually at the AGM.

The whole committee will stand for re-election at the AGM each year.

Anyone wishing to be an officer or member of the committee must have a proposer and a seconder.

The committee will meet at least every three months and a quorum will be six members.

Any committee member who without reasonable cause fails to attend three consecutive meetings of the committee shall be deemed to have resigned from the committee.

Any major changes that affect the use of, addition or alteration to the park should go to the full meeting.

The committee may co-opt members, who do not need to be members of the group.

Finances

An account will be maintained on behalf of the group at a bank agreed by the committee. Signatories to the account will be the Chairman, Secretary and Treasurer and each cheque will require two signatures.

Records of income and expenditure will be maintained by the treasurer and a financial statement given at the AGM.

All money raised by the group will be spent as agreed by the committee.

The group is not able to take any form of loan.

Amendments to the Constitution

Any proposal to amend the constitution must be given to the Secretary in writing at least two weeks before at which it is to be discussed. The proposal must be circulated with the notice of the meeting.

Any proposal to amend the constitution will require a two-thirds majority of those present and entitled to vote, excepting the inaugural AGM which would require a simple majority to accept this constitution.

Dissolution

If a meeting, by a simple majority, decides that it is necessary to close down the group it may call a special meeting to do so, giving at least twenty-one days' notice to members. The sole business of this meeting will be to dissolve the group and the treasurer will, after paying all legitimate expenses, disburse remaining funds to a charity chosen by a majority of the committee at a final meeting.