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CONSTITUTION

1. Name :

The name of the group shall be: "Hollowell Pocket Park Action Committee."

2. Aims :

The aim of the group shall be to raise funds to improve the facilities at Hollowell Pocket Park for the benefit of the local community.

3. Powers :

The group shall have the following powers to:

- a) raise funds and apply for, invite, obtain, collect and receive contributions, grants, subscriptions, fees & otherwise
- b) employ any paid worker to assist in the attainment of the aims of the group
- c) rent or own property and equipment necessary to achieve the aims
- d) affiliate to any local or national group or association that the Management Committee decides is appropriate and disaffiliate from any group or organisation if continued affiliation be, in the Management Committee's view, against the interests of the group
- e) do all such other lawful things as shall further the attainment of the aims of the group.

4. Membership :

- a) Membership of the group shall be open to any person over the age of 18 and living within the parish of Hollowell and Teeton

- b) All members may attend and vote at the Annual General Meeting and shall be eligible for election to the committee.
- c) The committee may terminate any membership of any member bringing the group into disrepute. The member concerned shall have the right to be heard by the committee before a final decision is made.

5. Management Committee

- a) A committee consisting of the Chair, Treasurer and Secretary shall manage the affairs of the group
- b) All officers and members shall be elected annually at the AGM
- c) The Officers and Committee Members shall serve until the conclusion of the next Annual General Meeting after their election and are eligible for re-election.
- d) The Committee may fill any casual vacancy on the Management Committee including vacancies among the Officers and any person appointed shall serve until the conclusion of the next Annual General Meeting.
- e) The committee may co-opt persons on to the committee and they shall have full voting rights.
- f) The committee may appoint such people as it thinks fit as advisers; advisers shall not have voting rights
- g) The committee shall meet a minimum of 4 times per year.
- h) Establish such sub-groups that the Management Committee feel is necessary to achieve the aims of the group. Any such groups shall not enter into legal or financial agreement without the prior authority of the management committee.

6. General Meetings

The Annual General Meeting

- a) The Annual General Meeting of the group shall be held once a year. This shall be held not more than fifteen months after the holding of the preceding AGM.
- b) At least 21 days notice shall be given to all members.
- c) The purpose of the Annual General Meeting is to
 - i. receive and adopt the Annual Accounts
 - ii. receive the Annual Report from the committee
 - iii. elect members and officers for the committee
 - iv. consider any motion before the meeting
 - v. appoint an appropriate person to independently examine the books and determine their remuneration (if any) for the following year

Special/Emergency General Meetings

- a) Special/Emergency General Meetings may be called by the Management Committee whenever it feels it is necessary for the organisation and all members will have at least 21 days notice of the meeting. The notice of the meeting shall give details of the business to be discussed at the meeting.

- b) The secretary shall call a Special General Meeting within 21 days of receiving a written request to do so signed by no less than three members. The notice of the meeting shall give details of the business to be discussed at the meeting.
- c) Only the business specified in the notice for the meeting shall be discussed at the Special/Emergency meeting.

7. Rules of proceedings at all meetings

- a) The Quorum (the minimum number of members needed for a meeting to go ahead) at:
 - i. a general meeting shall be 3 committee members
 - ii. a management committee shall be 2 elected officers.
- b) All questions at any meeting shall be decided by a simple majority in the event of a tie the Chair shall have a casting vote (a second vote).

8. Funds and Finance

- a) All funds shall be devoted to the objects of the group.
- b) A bank account shall be opened in the name of the group
- c) All cheques shall be signed by 2 of 4 signatories authorised by the committee, none of whom shall be related or live at the same address.
- d) The financial year shall run from 1 August to 31 July.

9. Alterations to the Constitution

Amendments to the constitution may be made by a resolution passed by a majority of the members at the Annual General Meeting or Special/Emergency General Meeting. Proposed alterations should be circulated to the membership not less than 21 days before the date of the meeting.

10. Dissolution

A resolution to dissolve the group must be passed at a General Meeting and carried by a two-thirds majority of those present. Any assets held by the organisation after the satisfaction of all debts and liabilities shall be given or transferred to an organisation with similar aims.

This constitution was adopted on 16th August 2016

Signed.....Chair

Signed.....Secretary