

# **CONSTITUTION OF THE FRIENDS OF BRAMCOTE RIDGE.**

The name of the group is “Friends of Bramcote Ridge” and referred to as “the group” in this Constitution.

## **AIMS OF THE GROUP:**

- To raise the profile of the Bramcote Ridge in the local community.
- To study, conserve and protect, where possible, Bramcote Ridge.
- To manage the Ridge as an accessible place of natural beauty and biodiversity, without detracting from its semi-wild nature, whilst improving the habitat value.
- To work in conjunction with Broxtowe Borough Council, the owners of the land, to improve the infrastructure and facilities of the Ridge.

## **ACTIONS:**

To further these aims, the group will exercise the following actions.

- To seek to involve representatives of voluntary and statutory organisations to provide advice and guidance where appropriate.
- To produce leaflets/posters to publicise group activities.
- To regularly monitor the site.
- To hold regular “working party” meetings accessible to all members.
- To pay the necessary expenses involved in running the group.
- To undertake any other lawful activity to further the groups aims.

## **MEMBERSHIP:**

Membership of the group will be open to all persons in sympathy with the group’s aims and willing to abide by the group’s constitution and pay an annual membership fee.

Each member will have one vote at General Meetings and will be eligible to stand for election onto the committee.

The group will be non-party-political, non-sectarian and will be committed to non-discriminatory practices and equal opportunities.

## **MANAGEMENT COMMITTEE:**

The group will elect a committee of between five and seven members to include Chair, Secretary and Treasurer, who will direct the policy and management of the group. They will be elected to serve for one year after which time they may stand for re-election.

The Chair will have a casting vote in the event of a tie.

The committee have the power to co-opt members if it wishes to use this power.

The committee will meet at least twice a year. The quorum will be set at five members.

## **MEETINGS:**

An Annual General Meeting (AGM) of the group shall be held every year in the month of November. All members will be notified not less than twenty-one days prior to the meeting. There should be a minimum of twenty percentage of paid-up members for a quorum.

Motions should be submitted to the Secretary, with confirmed proposer and seconder, at least seven days prior to the date of the AGM.

An agenda will be circulated.

**Business of the AGM will include:**

- Electing the Chair, Secretary, Treasurer and at least two other committee members up to a maximum of four.
- Reporting by the Officers on the activities during the year, including a report from the Treasurer on the accounts which should be independently examined.
- Amendments to the constitution.
- Approval of the group’s accounts and agreement of the membership fee for the next twelve months.
- Any other business, including motions properly submitted.

An Extraordinary General Meeting (EGM) can be held at the Chair’s discretion or by a written request to the Chair by not less than ten members. The meeting will be called within twenty-one days of such a request and appropriate measures taken to inform all members. An EGM should only consider the business specified in the request.

**FINANCES:**

1. Any money raised, or donated, will be used to further the aims of the group and for no other purposes.
2. A Bank account will be opened in the name of the group.
3. The account will require two signatures on any cheque or Bank document authorising withdrawals. There will be three signatories available for signing cheques to include the Treasurer.
4. Payments made by the Treasurer either by BACS or Debit Card require signed confirmation by another signatory prior to payment.
5. A simple written note of the group’s financial position will be presented at committee meetings.
6. A statement of accounts examined by a competent person, independent of the group’s committee shall be tabled at the AGM.
7. No member shall derive any financial benefit from the group except for payment of reasonable expenses.
8. No money will be paid out in the name of the group without an invoice being presented and a receipt being obtained.

**AMENDMENTS TO THE CONSTITUTION:**

If amendments to the constitution are necessary, members will be informed in writing and be given the opportunity to consider the alterations prior to the AGM. The amendment(s) will be made if there is a two-thirds majority vote of members attending the AGM.

**DISSOLUTION:**

If the committee, by a simple majority, deem it advisable to dissolve the group, it can call a meeting of all the members of the group, giving not less than 14 days notice. If such a decision is confirmed by a majority of those present then all the assets of the group shall be transferred to another local voluntary group or community group with similar aims,

**This revised constitution was adopted at the AGM held on November 2024.**

Signed..... Chair

Signed.....Secretary

Signed.....Treasurer.