

# **Constitution of Friends of Eastfield Park**

(As revised at the February 2011 AGM with additional minor grammatical corrections)

## **1) Name**

The organisation shall be known as the Friends of Eastfield Park (herein referred to as FoEP).

## **2) Objectives**

The objectives of FoEP shall be to ensure the facilities of the Park are maintained, enhanced, conserved and improved for the benefit of the whole community.

To protect the natural beauty and help to improve the existing facilities and resources of the park.

To provide facilities in the interests of social welfare, health and recreation with the object of improving the quality of life for the residents of Northampton.

FoEP will campaign and raise funds to maintain and improve the character and access to the Park.

To ensure a community based involvement in the future of the park.

FoEP will initiate and monitor schemes to develop facilities of the park.

FoEP will consult with residents and negotiate with the Local Authority and other bodies.

FoEP will aim for the park to gain the 'Green Flag Award'.

FoEP will operate within their equal opportunities policy at all times.

## **3) Membership**

Membership shall be open to anyone interested in furthering the objectives and who has paid the annual subscription (as approved at the AGM).

Every member shall be entitled to one vote.

The committee may terminate the membership of any individual provided the decision is unanimous. If a member of the committee is the individual concerned, they are excluded from the vote. The individual concerned shall have the right to be heard by the committee, accompanied by a representative or friend. If the individual disagrees with the expulsion, they can appeal against that decision within fourteen days. A Special General Meeting will then be called, the chair providing a summary of the decision; the individual can make their claim, and a vote will be taken by members present. The final decision will be decided on the majority of votes.

#### **4) Committee**

There will be a FoEP committee, elected from the membership at the AGM. The maximum number will be twelve, including officers. In addition, the committee may co-opt members but this may not exceed one third of the total committee membership. Co-opted members shall not be entitled to vote. The quorum required to form and cast a vote shall be at least one third or a minimum of four committee members, whichever is the fewer. Voting will be decided on a simple majority vote, and in the event of equal votes the chair shall have the deciding vote.

Minutes shall be kept by the secretary and will be circulated to members by arrangement.

The committee will undertake the tasks of the organisation to meet their objectives. The committee may appoint sub committees where deemed appropriate in the pursuance of FoEP objectives.

#### **5) Officers**

The officers of FoEP shall consist of Chair, Vice-Chair, Secretary and Treasurer. The officers shall be elected by the committee at the first ordinary meeting following from the AGM. Posts becoming vacant during the year shall be filled at the discretion of the committee.

#### **6) General Meetings**

General meetings shall be open to all members and will be held at least annually. A quorum of at least one tenth of the membership, or ten people, whichever is the fewer, is required to form and vote on issues. Voting will be decided on a simple majority vote, and in the event of equal votes the chair shall have the deciding vote.

**The Annual General Meeting will take place in February of each year (or as soon as is practical thereafter) and will include reports of the group's activities during the preceding calendar year.** The purpose of the meeting will be to receive the annual report and approve accounts, vote on amendments to the constitution, elect committee and discuss any other matters relevant to the objects of the FoEP. Agreement of the annual subscription shall be made at the AGM.

#### **7) Notice of general meeting**

Members shall be given two weeks notice of the date of the AGM. Any amendments to the constitution, voting nominations or other papers requiring a vote shall be submitted to the secretary not less than one week before the date of the meeting.

#### **8) Special General Meetings**

A special general meeting may be called at the discretion of the chair or secretary, or by two thirds majority of members, giving two weeks notice.

## **9) Finance**

The financial year shall run **from January 1<sup>st</sup> to December 31<sup>st</sup>** each year, and the accounts shall be examined by an independent competent person. All monies raised shall be used solely for the purpose of pursuing the organisation's objectives.

## **10) Bank Account**

A bank account shall be opened in the name of the organisation and cheques issued shall require two signatures.

## **11) Dissolution**

FoEP may be dissolved by a resolution passed by simple majority vote at an Annual or Special General Meeting called for that purpose.

In the event of dissolution, and after all debts and liabilities have been met, all records, moneys and assets shall be given or transferred to an organisation or organisations having similar objectives as FoEP.

This constitution was adopted at the Inaugural General Meeting held on 22<sup>nd</sup> November 2007 **and revised at the AGM on 21<sup>st</sup> February 2011**. Additional minor grammatical corrections were made in March 2011.