

Friends of Pocklington Green Spaces (FoPGS)

Constitution

1. Name

The name of the group is '*Friends of Pocklington Green Spaces*'

2. Administration

The Group shall be administered and managed in accordance with this constitution by the members of the Executive Committee constituted by clause 5 of this constitution.

3. Aims and Objectives

Friends of Pocklington Green Spaces is a voluntary community group based at Pocklington which aims to provide an opportunity for people to come together to enhance and conserve the biodiversity & wildlife habitats of green spaces in and around Pocklington for the benefit, enjoyment and recreation of the local community through practical conservation work, active community involvement and fund raising.

4. Membership

Membership of *Friends of Pocklington Green Spaces* shall be open to any person interested in furthering the aims of the group.

5. Officers

At the Annual General Meeting of the group the members shall elect from amongst themselves a chairman, secretary and a treasurer, who shall hold office from the conclusion of that meeting and will be known as the Executive Committee. They may co-opt others as members of the committee. All members of the Committee shall step down but be eligible for re-election at each annual meeting.

6. Meetings and proceedings of the executive committee

The Executive Committee must meet at least once every year. The chair shall act as chairperson at these meetings. The executive committee shall keep minutes of the proceedings at meetings.

7. Annual meeting

Once a year (but not at intervals of more than fifteen months) the Executive Committee shall convene an Annual Meeting to which members of the group will be invited to:

- Receive the Annual report and Return.
- Elect members of the Executive Committee in accordance with clause 5.
- Consider any appropriate business.

8. Annual report and return

The executive Committee will prepare an annual report and financial return, which will be explained at the Annual General Meeting.

9. Finance

All money raised by the Group shall be used to further its aims and objectives and for no other purpose.

No Executive Committee member shall receive any payment or benefit in kind for services rendered to the Group provided that reasonable out of pocket expenses properly incurred on behalf of the Group may be reimbursed at the discretion of the Executive Committee.

The members of the Executive Committee shall be entitled to be indemnified out of the property of the Group for any liability properly incurred by them severally or jointly on behalf of the Group. Provided that nothing in this clause shall entitle any member or members to any indemnity against liability arising through negligence or fraud or similar actions on their part.

The Treasurer shall keep proper accounts of the finances of the Group and shall present a report at the Annual General Meeting.

An account in the name of the Group is held with a bank into which all money received is paid. The signatories to which shall be any four unrelated members of the group including two members of the executive committee. Authorisation shall require two of the four signatures.

The financial year of the Group shall run from the start of the group i.e 22 January 2014

10. Insurance

The organisation shall maintain insurance for volunteers on its projects, and for injuries to third parties and damage to property.

11. Dissolution

If the Executive Committee decides that it is necessary or advisable to dissolve the Group it shall call a meeting of all members of the Group, for which not less than 21 days notice shall be given. If the proposal is confirmed by a two-thirds majority of those present and voting, the Executive Committee shall have power to release any assets held by or on behalf of the Group. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable institution or institutions having similar aims to that of the Group.

12. Amendments

Any proposal to amend this Constitution shall be delivered in writing to the Secretary not less than twenty-eight days before the date of the duly convened Special Meeting or AGM Meeting at which it is to be considered. Any motion proposing amendment shall require the approval of two-thirds majority of members voting.

13. Adoption

This constitution was adopted on Wednesday 22 January 2014

Signed