

CONSTITUTION OF THE FRIENDS OF WRAY CRESCENT OPEN SPACE

1. Name

The name of the group shall be Friends of Wray Crescent Open Space ('FoWC')

2. Aim

To work in partnership with LBI, Greenspace and other interested parties to help manage and generally look after WCOP in a manner which enhances its value to the community

To promote the use of the park by children and adults

3. Membership

(a) Membership of Friends of Wray Crescent Open Space shall be open to anyone who is interested in helping the group to achieve its aim and willing to abide by the rules of the group.

(b) Every member shall have one vote at general meetings.

(c) The Management Committee shall have the power to refuse membership to an applicant, where it is considered such membership would be detrimental to the aims, purposes or activities of the group.

(d) Registration and termination of membership.

* Any member of the association may resign his/her membership and any representative of a member organisation or section may resign such position, by giving to the secretary of the association written notice to that effect.

* The Management Committee may, by resolution passed at a meeting thereof, terminate or suspend the membership of any member, if in its opinion his/her conduct is prejudicial to the interests and objects of the association, PROVIDED THAT the individual member or representative of the member organisation (as the case may be) shall have the right to be heard by the General Committee before the final decision is made. There shall be a right of appeal to an independent arbitrator appointed by mutual agreement.

4. Management Committee

(a) The Friends of Wray Crescent Open Space shall be administered by a Management Committee of not less than three (3) people and not more than fifteen (15) members elected at the group's Annual General Meeting, Committee Members must be at least 18 years old.

- (b) The officers of the Management Committee shall be: (i) The Chairperson; (ii) The Treasurer; (iii) The Secretary; and such other officers the group shall deem necessary.
- (c) The Management Committee shall meet at least twice a year. All committee members shall be given at least seven (7) days' notice of a meeting unless it is deemed an emergency meeting.
- (d) At least three Management Committee members must be present for the Management Committee meeting to take place.
- (e) Voting at Management Committee meetings shall be by show of hands on a majority basis. If there is a tied vote then the chairperson shall have a casting vote.
- (f) The Management Committee shall be accountable to the members at all times. All meetings must be minuted and the minutes made available to any interested party.

5. Finance

- (a) Any money obtained by the group shall be used only for the group.
- (b) Any bank accounts opened for the group shall be in the name of the group.
- (c) Any cheque issued shall be signed by at least two of any three nominated signatures.
- (d) The Management Committee will ensure that the group stays within the budget.

6. General Public Meetings

- (a) The committee shall call at least one general public meeting each year, the purpose of these meetings is for the group to account for its actions and consider the development and use of Wray Crescent According to the Group's objectives.
- (b) The Chair of the group shall normally chair these meetings.
- (c) At least fourteen (14) days' notice of such a meeting must be given and advertised in at least five (5) public places.
- (d) All meetings, including AGMs, must be minuted and available to any interested party.
- (e) The quorum for a General Meeting is six (6).

7. Annual General Meeting

- (a) The Friends of Wray Crescent Open Space shall hold an Annual General Meeting (AGM) at not more than 18 month intervals.
- (b) Where possible members shall be notified personally, otherwise notice will be deemed served by advertising the meetings in at least five public places giving at least 14 days' notice of the AGM.
- (c) The business of the AGM shall include:
 - * Receiving a report from the Chairperson of the group's activities over the year.
 - * Receiving a report and presentation of the last financial year's accounts from the Treasurer on the finances of the group.
 - * Electing a new Management Committee and considering any other matter as may be appropriate at such a meeting.
- (d) The quorum for Annual General Meeting shall be at least five (5) persons of which no more than two (2) shall be committee members.

8. Alteration of the Constitution

- (a) Proposals for amendments to this constitution or dissolution (see Clause 9) must be delivered to the secretary in writing. The secretary in conjunction with all other officers shall then decide on the date of a meeting of the members to discuss such proposals, giving at least four weeks (28 days) clear notice.
- (b) Any changes to this constitution must be agreed by at least two thirds of those members present and voting at any general meeting.

9. Dissolution

The group may be wound up at any time if agreed by two thirds of those members present and voting at any general meeting. Any assets shall be returned to their providers, if they require it, or shall be passed to another group with similar aims.

10. Adoption of the Constitution

This constitution was adopted by the members present at the AGM held on:

7 July 2018

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