

# CONSTITUTION of THE FRIENDS OF JUBILEE COUNTRY PARK

## ARTICLE 1

**Name:** The Group will be called the Friends of Jubilee Country Park

**Organisation:** The Friends of Jubilee Country Park is a non profit making organisation

## ARTICLE 2 - *Aims and Objectives*

The aims and objectives of the Friends will be as follows;

- To help to secure and promote the conservation and protection of Jubilee Country Park, to monitor its plants, animals and wildlife habitats and maintain and improve its biodiversity.
- To promote its use as a place for quiet, informal enjoyment, recreation and study.
- To help with practical conservation work through voluntary action for the benefit of wildlife and the community under the supervision of, or with the approval of, the London Borough of Bromley and its professional officers.
- To assist in providing an educational experience for the public in the history, natural history and biodiversity of Jubilee Country Park.
- To set a subscription and seek other funding or donations to further activities which meet the above aims and objectives.

## ARTICLE 3 - *Membership*

Membership will be open to anyone interested in taking part in promoting the aims of the Friends Group. Applicants for membership shall normally become members upon submission of their application form and payment of the annual subscription.

The subscription will be for one calendar year from 1st January until 31st December.

There will be one level of subscription known as 'Household'. This subscription will entitle each individual in the household to membership and those over the age of 16 the right to vote. Anyone joining the Friends group after 1st October in any given year can consider themselves paid up members until 31st December of the following year.

The annual subscription shall be determined and/or varied by the Committee and confirmed at the AGM.

Only paid up members are entitled to vote at the AGM.

At its discretion the Committee may refuse to admit an applicant and no reason need be given.

## ARTICLE 4 - *Finances*

Monies raised from Membership Subscriptions, gifts, donations or grants awarded to the Group shall be used for the express purposes of pursuing the aims and objectives of the Friends of Jubilee Country Park.

The Committee is empowered to pursue or make application for grants to secure funds to support the Friends planned activities and may take whatever steps are necessary to meet the requirement of awarding bodies.

No persons representing the Friends shall make or enter into any arrangement with any persons or organisation that may incur a financial liability save for those purposes as agreed by the Committee as necessary to carry out the objectives of the Group.

## ARTICLE 5 - *Management of the Group*

The management committee will consist of a minimum of 6 people and a maximum of 8.

The Committee shall consist of the Chairman, Secretary, Treasurer, Publicity Officer, Membership Secretary and up to 3 other members.

The management committee shall be responsible for the day-to-day running of the organisation in accordance with its articles and will be answerable to members.

A quorum shall be four members of the Committee present.

The Committee shall have the power to co-opt

The Committee shall normally meet at least three times per year.

Representatives of the London Borough of Bromley may be invited to attend Committee meetings in an advisory capacity.

Copies of the minutes of Friends meetings will be sent to the Countryside Officer with responsibility for Jubilee Country Park and to the Countryside and Parks Manager.

### **ARTICLE 6 - *Duties of Committee***

- To keep a Register of Friends of Jubilee Country Park.
- To operate a Bank or Building Society Account to facilitate deposit and withdrawal of funds. Three officers of the Committee will have signing powers in regard to account operation. Any 2 signatures may be used to effect withdrawal of funds.
- Following election at AGM, members will elect from their number people to act for the following year as Chairman, Treasurer, Secretary, Publicity Officer, Membership Secretary and Committee Members. No Committee Officer will serve for more than 3 consecutive years in the same office without the majority agreement of members present at the AGM.

### **ARTICLE 7 - *Annual General Meeting***

The Annual General Meeting (AGM) will be held in the month of March with not less than 21 days notice given.

The Agenda will include

- Minutes of the previous AGM will be available for reference.
- Chairman's Report.
- Treasurer's Statement, including the accounts which have been subjected to an Independent examination.
- Election of Committee Members for the following year. Nominations for the Committee will be welcomed at the AGM.
- The activities of the Group shall be approved at the AGM

Decisions needing a vote shall be decided by a simple majority of those members present, the Chairman having a second and casting vote.

Voting rights shall be restricted to members of the Group over the age of 16 years and each member shall have one vote.

### **ARTICLE 8 - *Amendments to the Constitution***

Proposed Amendments to the Constitution can only be made at the AGM or at an Extra-Ordinary General Meeting (EGM). Proposed amendments must be approved by a majority of those present and ratified at a subsequent EGM.

### **ARTICLE 9 - *Dissolution***

The Friends of Jubilee Country Park Group will be dissolved if a resolution to that effect receives a two thirds majority of those present at either an AGM or EGM.

Any resolution submitted by a member to dissolve the Group must be accompanied by a minimum of ten signatures of other current members.

In the event that fewer than four people can be found to form the management Committee then the Chairman must call a General Meeting and table a dissolution resolution.

In the event that the Friends of Jubilee Country Park ceases to operate, the Committee is given the right to assign any or all assets held by the Group to a successor body or another local group with similar aims.

Original Constitution drawn up 13th January 2005, amended 10th March 2008.