

CONSTITUTION OF: THE FRIENDS OF HURST PARK (OPEN SPACE)

24 January 2013

1. **The name of the group** shall be Friends of Hurst Park (to include Hurst Meadows and Hurst Meadows minor)

2. **Aim**
To improve the green space generally known as Hurst Park (formerly Molesey Hurst)

3. **Objectives**

The group will fulfil the aim by

- Promoting the health and well-being of the residents of the area and users of the park working together as residents and users regardless of age, ethnic origin, ability, sex, belief or political affiliation recognising the value of our many differences
- Involving local people and users of the park in improving the area
- Carrying out and promoting both environmental improvement and practical conservation; educating, encouraging and supporting the local population in environmental practice by working with statutory and non-statutory agencies
- Promoting leisure, informal sport, community recreation and play facilities
- Raising funds and receiving contributions where appropriate to finance the work
- Publicising and promoting the work
- Opening bank accounts (if there are funds)
- Making rules and standing orders for categories of members and their rights
- Taking out insurance
- Organising meetings, activities and events
- Working with similar groups and exchanging information and advice
- Taking any action that is lawful which would help to fulfil our aims.

4. **Membership**

- a) Membership of the Friends of Hurst Park 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 Group shall have the power to refuse membership to an applicant where it is considered such membership would be detrimental to the aims, objectives, 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 Group 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.

5. **Management**

- a) The Friends of Hurst Park shall be administered by a Management Group (committee) of not less than three (3) people and not more than eight (8) members elected at the group's Annual General Meeting; committee members must be over 18.

- b) The officers of the Management Group shall be:
Chairman
Treasurer (when there are funds)
Secretary
and other such officers the group shall deem necessary at the meeting
- c) Power to set up sub-groups and working parties as deemed necessary shall be accountable to the Management Group.

6. Finance

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

7. Management Group Meetings

- a) The Management Group shall meet at least four (4) times each year
- b) The quorum for a meeting shall be five (5).
- c) The Management Group shall be accountable to the members at all times.
- d) All meetings must be minuted and available to any interested party.
- e) All Management Group members shall be given at least seven (7) days' notice of a meeting unless it is deemed an emergency meeting.
- f) Voting at Management Group meetings shall be by show of hands on a majority basis. If there is a tied vote then the chairman shall have a second vote.

8. General Public Meetings

- a) The Management Group may from time to time call general public meetings as necessary and with sufficient publicity
- b) The Chairman of the group shall normally chair these meetings
- c) All meetings, including AGMs, must be minuted and available to any interested party.
- d) The quorum for a General Meeting is six (6).

9. Annual General Meeting

- a) The Friends of Hurst Park shall hold an Annual General Meeting at not more than 15 month intervals.
- b) Where possible members shall be notified personally, and through publicity, with 14 days' notice.
- c) The business of the AGM shall include:
 - Receiving a report from the Chairman of the Friends' activities over the year
 - Receiving a report and presentation of the last financial year's accounts from the Treasurer on the finances of the Friends
 - Electing a new Management Group and considering any other matter as may be appropriate at such a meeting.
- d) The quorum for Annual General Meeting shall be at least eight (8) persons of which no more than four (4) shall be Management Group members.

10. Alteration of the Constitution

- a) Proposals for amendments to this constitution, or dissolution (see Clause 11) must be delivered to the secretary in writing. The secretary in conjunction with all other officers shall then decide on the date of a forum meeting 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.

11. Dissolution

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

12. Adoption of the Constitution

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

Signed as follows:

Chair

Secretary

Member

Member

Member

Date