

CONSTITUTION OF THE SHEPHERDSWELL GREEN SPACES GROUP

The name of the Organisation is 'Shepherdswell Green Spaces Group' - called 'the group' in these rules. The group operates as a reference group of the Shepherdswell with Coldred Parish Council, which acts as the decision-making and responsible body in all matters relating to public spaces in the local community.

Aims of the group

- *To protect, maintain and develop public green spaces for the community of Shepherdswell and Coldred in Kent, incorporating:*
 - *Recreation Ground*
 - *Meadowview*
 - *Reed Meadow*
 - *Coldred Village Green*
- *Research, inform, advise and challenge the Parish Council in matters relating to public green spaces*
- *To improve the habitat value of the green spaces*
- *To secure funds to improve the infrastructure of green spaces*
- *To campaign for improving green spaces, ensuring they are safe, inclusive and accessible for use by the local and wider community*
- *Any other aims the group wants.*

Powers

To further these aims, the group may exercise the following powers:

- *Raise funds and receive contributions, donations and otherwise, provided that the group shall not undertake any permanent trading activity;*
- *Bring together representatives of voluntary and statutory organisations, government departments and individuals;*

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- *Raise funds and receive contributions, donations and otherwise, provided that the group shall not undertake any permanent trading activity;*
- *Bring together representatives of voluntary and statutory organisations, government departments and individuals;*
- *Produce leaflets/posters to publicise group activities;*
- *Hold meetings;*
- *To undertake any other lawful activity to further the group's aims.*

Note: Any part of this document can be deleted, amended or added to, or additional parts added to it at the next AGM. Details of the proposed changes should be circulated with the notice of the AGM.

Membership

Membership of the group shall be open to all persons in support of the group's aims and willing to abide by the group's constitution.

Each member will have one vote and will be eligible to stand for election onto the committee.

The group will be non-party-political, non-sectarian and will be committed to non-discriminatory practices and equal opportunities.

Management Committee

The group shall elect a committee of four members who will direct the policy and management of the group. They shall be elected to serve for one year after which time they may stand for re-election. The committee will comprise of Chair, Vice-Chair, Secretary and Treasurer.

The Chair will have a casting vote in the event of a tie.

The committee will have the power to co-opt members if it wishes to use this power.

The committee will meet a minimum of three times a year. The quorum level will be set at three members.

Meetings

General meetings will be held as often as necessary and at least six times a year.

An Annual General Meeting (AGM) of the group shall be held every year in the month of May. All members shall be notified not less than fourteen days before the meeting. An agenda will be circulated. Business of the AGM will include electing the committee; reporting on the activities during the year, amendments to the constitution and approval of the group's accounts.

An Extraordinary General Meeting (EGM) can be held at the Chair's discretion or by a written request to the Chair of not less than five members. The meeting shall be called within twenty-one days of such a request and appropriate measures taken to inform all members. An Extraordinary General Meeting should only consider the business specified in the request.

Finances

- Any money raised shall be used to further the aims of the group and for no other purpose;
- A bank account will be opened in the name of the group;
- The account will require two signatures on any cheque or other bank document (except paying in slips). There will be four signatories available to the treasurer for signing cheques. The group shall decide the signatories to any account set up in the name of the group.
- A simple written note of the group's financial position will be produced and available at committee meetings;

- A statement of accounts verified by a competent person who is independent of the group shall be tabled at the AGM;
- No member shall derive any financial benefit from the group, except for payment of 'reasonable expenses';
- No money will be paid out in the name of the group without a receipt being presented.

Amendments to the constitution

If amendment(s) to the constitution are necessary, members will be informed in writing and given the opportunity to consider and vote on the amendments. The amendment(s) will be made if there is a two-thirds majority vote of members.

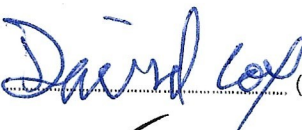
Dissolution

If the committee, by a simple majority, deem it advisable to dissolve the group, it shall call a meeting of all the members of the group, giving not less than 14 days notice. If such a decision is confirmed by a majority of those present, then all the assets of the group shall be transferred to another local voluntary group or community group with similar aims.

Adopted on the 27th day of February 2025

Signed  (Chair)

Signed  (Vice Chair)

Signed  (Treasurer)

Signed  (Secretary)