

FRIENDS OF HEDGEMEAD PARK

CONSTITUTION

1. Name

The group shall be called 'The Friends of Hedgemead Park' (HPF) where Hedgemead Park is the public park within the area established within the bounds of London Road, Guinea Lane, Belvedere, Caroline Place, Upper Hedgemead & Lower Hedgemead Roads and St Margaret's Hill.

2. Aims

The aims of the Friends are, in collaboration with the park owners, Bath & North East Somerset Council:

- a) to promote community-supported improvements to Hedgemead Park and to its management and facilities;
- b) to promote and protect wildlife;
- c) to organise community events and volunteer activities in or related to the park;
- d) to promote the preservation and conservation of planting to help reduce air pollution;
- e) to promote succession tree planting for the benefit of future generations;
- f) to promote the history and heritage of Hedgemead Park.

3. Powers

In order to achieve their aims, the Friends may:

- a) open bank accounts;
- b) take out insurance;
- c) raise money;
- d) apply for grants;
- e) organise events (large scale events to be limited to one per year);
- f) work with and exchange information with other groups and bodies as deemed necessary by the executive committee;
- g) make authorised public statements;
- h) do anything else lawful that will help fulfil their aims.

4. Membership

- a) Membership will be open to any person over the age of 18 who wants to help the Friends achieve their aims and operate within the terms of the Constitution of the Friends;
- b) A Group membership will be available to any organisation or business including local Residents' Associations and Churches;

FRIENDS OF HEDGEMEAD PARK

- c) Each individual/Group member shall pay an annual subscription as determined at the AGM;
- d) Every individual member shall have one vote at General Meetings;
- e) Each group holding Group Membership shall be entitled to three votes at General Meetings;
- f) The membership of any member may be terminated for good reason by a quorum of the Executive Committee, but the member will have the right to be heard by the Committee before a decision is made.

5. Governance

- a) The business of the Friends shall be conducted by an Executive Committee ("the Committee"), elected at an Annual General Meeting. The Committee shall comprise of the officers of the committee and a maximum of 6 (six) individual members in addition to the officers;
- b) Members elected to the committee will serve a maximum of 3 years after which they can stand for re-election at the AGM;
- c) The officers shall consist of a Chairperson, a Secretary and a Treasurer to which additional officers may be elected to fulfil specific responsibilities when decided necessary by the Committee;
- d) The quorum for the Committee shall be 4 (four) members;
- e) The duties of the officers are designated as follows:
 - The Chairperson shall chair the Committee meetings and General Meetings, and act as a spokesperson for the Friends when deemed necessary;
 - The Secretary shall organise any correspondence on behalf of the Committee, take and prepare minutes, organise meetings, maintain a membership list (which should be only be used in accordance with the General Data Protection Regulations 2018), and collect and circulate information relevant to the aims of the Friends;
 - The Treasurer shall supervise the financial affairs of the Friends, including the operation of bank accounts, the receipt of subscriptions and any other monies due to the Friends and the payment of monies due to be paid out on behalf of the Friends. The Treasurer will be responsible for the keeping of accounts on behalf of the Friends;
- f) The Committee shall meet on at least three occasions per annum. These meetings will be chaired by the Chairperson or a deputy nominated by the Committee where the Chairperson is indisposed or unable to attend for any reason;
- g) Guests who are nominated representatives of other organisations may be invited to attend meetings as and when the need arises.

6. Annual General Meetings

- a) A general meeting of members will be held annually on a date to be determined by the Committee.
- b) Notice to hold an AGM shall be sent to each member to arrive at least 4 (four) weeks before it takes place. This notice can be either in hard copy sent via post or by email.
- c) The quorum for the AGM shall be 6 (six) members. The Committee shall present an Annual Report and Accounts for acceptance at the AGM. Nominations for elected positions should be sent to reach the Secretary no later than 7 (seven) days before an AGM. Voting will usually consist of a show of hands.
- d) Any motions to be put before an AGM shall be proposed and circulated to all members at least 7 (seven) days before the AGM and will require a proposer and a seconder before being put to a vote. Where a member is indisposed but wishes to vote on a motion put before the AGM, they shall be allowed to vote in writing. This should reach the Secretary at least 24 (twenty-four) hours before the AGM and will be read out to the meeting as a vote.

7. Special General Meetings

A Special General Meeting shall be called by the Committee or by 10 (ten) individual and/or Group members. Notice of a Special General Meeting shall be sent out by the Secretary to arrive no later than 14 (fourteen) days prior to the date of the meeting together with the details of the matter to be discussed.

8. General Meeting Decisions

Any decision made at a General Meeting of the Friends shall be binding on the Committee.

9. Finance

The Committee shall oversee the financial affairs of the Friends. The Committee may delegate to the Treasurer those duties they deem appropriate. The accounts of the Friends will be inspected by an Independent Examiner who will normally be appointed at an AGM.

FRIENDS OF HEDGEMEAD PARK

10. Amendments to the Constitution

This Constitution may be amended by the decision of the Members at a General Meeting. Any Member may submit an amendment to the Constitution. A vote will then be taken and any amendment will require a two-thirds majority, by the voting members present, before it can be formally included in the Constitution.

11. Dissolution

The Friends of Hedgemead Park may be dissolved following a motion to do so which has the support of at least two thirds of the voting members present at either an AGM or a Special General Meeting called in accordance with the Constitution. Any monies held by the Friends on dissolution will be donated to a charity as stipulated by the voting members at the dissolution meeting.

Signed:



Date: 13th May 2022

Graham Groom, Chair