

THREE BROOKS NATURE CONSERVATION GROUP

CONSTITUTION

1. Name of the Group

The name of the voluntary association will be “The Three Brooks Nature Conservation Group” (hereafter referred to as “the group”).

2. Aim

To conserve and enhance the Three Brooks Local Nature Reserve for the benefit of local residents and wildlife.

3. Objectives

- To involve the Bradley Stoke community in conservation activity and the management of the reserve.
- To work with South Gloucestershire Council to develop and implement the Council’s site management plan.
- To raise awareness of the value of the site through education.
- To audit, record and monitor the reserve’s wildlife, with the goal of enhancing local biodiversity.

4. Powers

The group shall have the power to raise funds, hold assets and organise meetings and workdays with associated publicity and in accordance with the site management plan.

5. Membership

- a. Membership shall be open to anyone who shares the aims and objectives of the group. In order to formally join the group and gain the right to vote at meetings, members shall complete a membership form to be held by the Secretary. Membership is to be reaffirmed on an annual basis prior to or at the AGM. Membership shall be free.
- b. No individual shall be seen as representing the group without the formal agreement of the Executive Committee.

6. Executive Committee

- a. The Executive Committee shall consist of the three officers (Chair, Treasurer and Secretary), the Green Gym leader and at least two ordinary members.
- b. The Executive Committee may co-opt other members onto the committee for specific reasons.
- c. A quorum for a committee meeting shall be three members.

- d. The committee shall meet at least four times a year, or as necessary.
- e. The committee has the authority to make decisions on behalf of the group. Decisions shall be carried by majority vote, with the Chair having the casting vote in the case of an even division of views. In the Chair's absence, the Vice-Chair shall have the casting vote.
- f. The Executive Committee has the right to terminate an individual's membership by unanimous vote if that individual's actions are inconsistent with the ethos and objectives of this constitution.

7. Meetings

- a. The group shall call an Annual General Meeting (AGM) once a year. Written notice of an AGM must be given to members one month prior to its taking place. The quorum for an AGM shall be 9 voting members.
- b. Extraordinary General Meetings (EGMs) may be called by the executive committee. Written notice of an EGM, with the reason for its being called, must be given to members one week prior to its taking place. The quorum for an EGM shall be 7 voting members.

8. Finances

The financial year for the group shall run from 1 April to 31 March. The annual accounts shall be presented to members at the AGM by the Treasurer. All cheques drawn on the group's account shall be signed by the Treasurer and one other committee member. All receipts and invoices relating to the group shall be given to the Treasurer for safekeeping.

9. Equal Opportunities

The group is open to all people irrespective of nationality, race, ethnic or national origin, gender, disability, age, sexuality, political and religious belief who accept the aims of the group. The group will not tolerate any discriminatory language or behaviour and will view it as grounds for suspension or termination of membership.

10. Responsibilities

- a. The Committee will ensure that they are covered by comprehensive third party insurance on workdays.
- b. The Committee is responsible for ensuring that a risk assessment of the site is performed for each workday.
- c. The Committee will ensure that anyone taking part in a workday receives a full health and safety briefing.

11. Amendments to the Constitution

Any amendments to the constitution must be proposed at a general meeting and must be approved by at least two thirds of the voting members present. Notice of the reason for the proposed change must be included in the notice of the meeting, setting out the terms of the alteration proposed.

12. Dissolution

A decision to dissolve the group can only be taken by majority vote at an AGM or EGM. Any remaining assets will be used to pay any outstanding debts and then transferred to any other voluntary organisation that shares the same principles and aims as the group.

Agreed on: 8 September 2005

Signed:
(Chair)

Signed:
(Secretary)