

Friends of Newlands Park

CONSTITUTION 2020

1. Name

The name of the association shall be Friends of Newlands Park.

2. Aim

To protect, improve and promote the green space generally known as Newlands Park.

3. Objectives

The association will fulfil the aim by:

1. Working together as local residents and park users, regardless of age, ethnic origin, ability, gender, belief or political affiliation and recognising the value of our many differences.
2. Involving local people and other interested parties in improving Newlands Park.
3. Carrying out and promoting environmental improvement and practical conservation, educating, encouraging and supporting people in environmental practice by working with statutory and non-statutory agencies.
4. Promoting greenspace, heritage, biodiversity, community recreation, sport, and play facilities.
5. Raising funds and receiving contributions where appropriate to finance its work: setting membership subscription rates; collecting subscriptions and determining their use.
6. Publicising and promoting its work.
7. Making rules and standing orders for categories of members and their rights.
8. Organising meetings, training courses and events.
9. Working with similar groups and exchanging information and advice with them.
10. Taking any action that is lawful, which would help it to fulfil its aim.
11. Opening bank account(s).
12. Taking out insurance where required.

4. Membership

There are different categories of membership

Category 1. Ordinary Membership

Category 2. Junior Membership

Category 3. Family Membership

- a. Membership of Friends of Newlands Park shall be open to anyone (from the age of 14 years upwards) who is interested in helping the association to achieve its aim and willing to abide by the rules of the association.
- b. There shall be a family membership available to include spouses/partners and children under the age of 14. Every person included in the family (except members under 14) shall be entitled to one vote.
- c. Persons under the age of 14 shall be eligible for junior membership on a reduced subscription and without voting rights.
- d. Every member aged 14 and over shall have one vote at general meetings.
- e. Proof of membership of the Protection of Vulnerable Groups Scheme will be an essential requirement when working with children.
- f. The Management Committee shall have the power to refuse membership to an applicant where it is considered such membership would be detrimental to the aim of the association. The individual or their representative shall have the right to be heard by the full Management Committee before the final decision is made.
- g. Suspension and termination of membership: any member of the association may resign his/her membership. The management committee may 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, however, the individual member or member's representative shall have the right to be heard by the Management Committee before the final decision is made. There shall be a right of appeal to Glasgow City Council (acting as an independent arbitrator) appointed by mutual agreement.
- h. Any member may be co-opted at the discretion of the Management Committee but these members shall not be entitled to vote.
- i. The secretary will maintain a register of the Membership. Subscriptions for membership shall fall annually.
- j. Any personal information you provide will be processed in accordance with GDPR (General Data Protection Regulation)

5. Management Committee

- a. Members of Friends of Newlands Park may elect a Management Committee. The Committee shall comprise a Chairperson, Vice Chairperson, Secretary, Treasurer and up to five ordinary members.
- b. The Chairperson, Vice Chairperson, Secretary, Treasurer and ordinary members shall be elected at the Annual General Meeting and the term of office shall not exceed three consecutive years.
- c. The Management Committee shall meet at least four times a year.
- d. At least four Management Committee Members must be present for the Management Committee meeting to be Quorate.
- e. The Management Committee shall have the power to co-opt other persons to serve until the next Annual General Meeting but at no time should there be more than five co-opted members.
- f. Voting at Management Committee meetings shall be by show of hands on a majority basis. If there is a tied vote then the chairperson shall have the casting vote.
- g. The Management Committee may appoint sub-groups and work parties as deemed necessary and they shall be accountable to the Management Committee.
- h. The Management Committee shall be accountable to the members at all times.
- i. All meetings must be minuted and available to any interested party.
- j. All Management Committee members shall be given at least seven days' notice of a meeting unless it is deemed an emergency meeting.

6. General Public Meetings

- a. The Management Committee shall call at least one general public meeting each year, the purpose being for the Association to review its activities and consider the ongoing and future development of Friends of Newlands Park, according to the Association's aim and objectives.
- b. The Chair of the Association shall normally chair these meetings.
- c. At least fourteen days' notice of such a meeting must be given, and advertised in at least four public places.
- d. All meetings, including the AGM, must be minuted and available to any interested party.
- e. The quorum for a General Public Meeting is six.

7. Annual General Meeting

- a. The Friends of Newlands Park shall hold an Annual General Meeting (AGM) at not more than 15-month intervals.
- b. Where possible, members shall be notified personally. Additionally, notice will be deemed served by advertising the meetings in at least four public places giving at least fourteen days' notice of the AGM.
- c. The business of the AGM shall include:
 - The Chairperson's report of the Association's activities over the previous year.
 - The Treasurer's report and presentation of the last financial year's accounts.
 - Electing a new Management Committee and considering any other matter as may be appropriate at such a meeting.
- d. The quorum for Annual General Meetings shall be six.

8. Finance

- a. Any money obtained by the group shall be used only for the aims of the Association.
- b. Any bank accounts opened for the group shall be in the name of the Association.
- c. Any cheque issued shall be signed by at least two of any three nominated signatories.
- d. The Management Committee will ensure that the Association stays within the budget.
- e. The accounts shall be audited at least once a year by the auditor or auditors appointed at the Annual General Meeting.
- f. The audited statement of the accounts for the last financial year shall be submitted by the Management Committee to the Annual General Meeting.

9. Alteration of the Constitution

- a. Proposals for amendments to or dissolution of this constitution must be delivered to the secretary in writing. The secretary in conjunction with all other officers shall then decide on the date of an Association meeting to discuss such proposals, giving at least four weeks' notice.
- b. Any changes to this constitution must be agreed by a least two thirds of those members present and voting at any general public meeting.

10. Dissolution

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

11. Adoption of the constitution

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

Date:

Signed: _____ (Chair)

Name: _____

Signed: _____ (Vice-chair)

Name: _____

Signed: _____ (Secretary)

Name: _____

Signed: _____ (Treasurer)

Name: _____

Signed: _____ (Member)

Name: _____

Signed: _____ (Member)

Name: _____

Signed: _____ (Member)

Name: _____

Signed: _____

(Member)

Name: _____

Signed: _____

(Member)

Name: _____