

Failsworth Walking Group Constitution

Adopted on: 19th September 2023

1. NAME

The name of the group is Failsworth Walking Group

2. AIM

The aims of the group shall be to:

To enable the community to get walking, helping them to become healthier, fitter, improve peoples mental and physical health and wellbeing and reduce social isolation and loneliness. The walks address mental health, wellbeing, and social isolation, improve social networks and the themed walks provide aspects of local interest and heritage.

3. OBJECTIVES

We will do this by:

1. Holding regular walks, hikes for all ages and abilities.
2. Seeking available funding via grants, subscriptions, and sponsorship.

4. POWERS

To carry out the charitable purposes, the Management Committee have the power to:

- a) raise funds, receive grants and donations.
- b) apply funds to carry out the work of the group.
- c) co-operate with and support other charities with similar purposes.
- d) open bank accounts
- e) takeout insurance
- f) recruit volunteers.
- g) organize courses and events.
- h) work with other groups and exchange information.
- i) do anything which is lawful and necessary to achieve the aim of the group.

5. MEMBERSHIP

The group shall have a membership.

- a) Membership of the Group shall be open to any person over 18 living, or any organisation located Oldham Borough and surrounding areas who is interested in helping the Group to achieve its aims, willing to abide by the rules of the Group and willing to pay any subscription agreed by the Management Committee.
- b) Membership shall be available to anyone without regard to gender, race, nationality, disability, sexual preference, religion, or belief.
- c) Every individual member and each organisation shall have one vote at General Meetings.
- d) The membership of any member may be terminated for good reason by the Management Committee, but the member has a right to be heard by the Management Committee before a final decision is made. The member has the right to be heard by the Management Committee before the decision is made and can be accompanied by a friend.
- e) Each member organisation shall appoint a representative to attend meetings of the Group and notify the Group's Secretary of that person's name.
- f) Once accepted by the Management Committee, membership lasts for 3 years and may be renewed. The Management Committee will keep an up-to-date membership list.

6. MANAGMENT

- a) The Group shall be administered by a Management Committee of the Officers (consisting of Chair, secretary, treasurer etc), and not more than 5 other members elected at the Group's Annual General Meeting (AGM).
- b) At their first meeting after the AGM, they will elect the Officers of the Management Committee: a chair, treasurer, and secretary.
- c) The Management Committee shall meet at least 4 times a year.
- d) The Chairperson shall Chair all meetings of the Group.
- e) The quorum for Management Committee meetings shall be 5 committee members. Minutes shall be kept for every meeting.
- f) Voting at Management Committee meetings shall be by show of hands. If there is a tied vote, then the Chairperson shall have a second vote.
- g) If any member of the Management Committee has a conflict of interest, they must declare it and leave the meeting while this matter is being discussed or decided.
- h) The Management Committee may by a two-thirds majority vote and, for a good and proper reason, remove any Committee member, if person has the right to be heard before a final decision is made.
- i) The Management Committee may appoint another member of the Group as a Committee

member to fill a vacancy provided the maximum number is not exceeded.

- j) The Management Committee may make reasonable additional rules to help run the group. These rules must not conflict with this constitution or the law.

7. DUTIES OF THE OFFICERS

- a) The duties of the Chairperson are to:
- chair meetings of the Committee and the Group
 - represent the Group at functions/meetings that the Group has been invited to
 - act as spokesperson for the Group when necessary
- b) The duties of the Secretary are to:
- take and keep minutes of meetings.
 - prepare the agenda for meetings of the Committee and the Group in consultation with the Chairperson.
 - maintain the membership list.
 - deal with correspondence
 - collect and circulate any relevant information within the Group.
- c) The duties of the Treasurer are to:
- supervise the financial affairs of the Group.
 - keep proper accounts that show all monies collected and paid out by the Group.

8. MONEY AND PROPERTY

- a) Any money and property obtained by the Group shall be used only for the Group's purposes.
- b) Any bank accounts opened for the Group shall be in the name of the Group.
- c) Any cheques issued shall be signed by the Treasurer and one other nominated official.
- d) The Management Committee must keep accounts. The most recent annual accounts can be seen by anybody on request.
- e) The Management Committee cannot receive any money or property from the group, except to refund reasonable out of pocket expenses on production of a receipt and with prior authorization.

9. ANNUAL GENERAL MEETING - AGM

- a) The Group will hold an inaugural General Meeting in November each year followed by an Annual General Meeting in or about that date in subsequent years.
- b) All members shall be given at least fourteen days' notice of the A.G.M. and shall be entitled

to attend and vote. The quorum for an AGM shall be minimum of 10 members.

- c) Every member has one vote.
- d) Minutes must be kept of the AGM.
- e) The business of the A.G.M. shall include:
 - receiving a report from the Chairperson on the Group`s activities over the year
 - receiving a report from the Treasurer on the finances of the Group
 - electing a new Management Committee. Members shall elect between three and eight committee members to serve as the Management Committee for the next year. They will retire at the next AGM but may stand for re-election.
- f) considering any other matter as may be decided.

10. SPECIAL GENERAL MEETINGS

A Special General Meeting may be called by the Management Committee or by any. Failsworth Walking Group members to discuss an urgent matter. The Secretary shall give all members fourteen days' notice of any Special General Meeting together with notice of the business to be discussed. All members shall be entitled to attend and vote. The Management Committee may also call a General Meeting to consult the membership.

11. Alterations to the Constitution

Any changes to this Constitution must be agreed by at least two-thirds of those members present and voting at any General Meeting.

12. Dissolution

The Group may be wound up at any time if agreed by two-thirds of those members present and voting at any General Meeting. In the event of winding up, any assets remaining after all debts have been paid shall be given to another Group within the Oldham borough with similar aims.

The members attending the General meeting will vote on which group receives the remaining assets.

This constitution was adopted at a general meeting of the Group on 25th September 2023.

Signed by: *Ann Garside*

Chairperson: Ann Garside

Secretary: Susan Firth

Treasurer: Joanne Jones

Other Committee members:

Elizabeth Schofield

Paul Urmston

Steve Gilliburn

Stephen Firth

Chris Riley

