

## CONSTITUTION OF: FRIENDS OF ABBEY GARDENS

### 1. Name

The name of the group shall be Friends of Abbey Gardens

### 2. Aim

To maintain the green space known as ABBEY GARDENS as an innovative community garden open to all that teaches food-growing and gardening skills, provides locally grown produce, promotes health and wellbeing, fosters community spirit, encourages and facilitates volunteering in the community, and serves as a venue for cultural activities

### 3. Objectives

The group will fulfil the aim by:

Working together as residents regardless of age, ethnic origin, ability, sex, belief or political affiliation, recognising the value of our many differences

Involving local people in maintaining and improving the site, and in planning, event management and outreach activities

Maintaining the site as an uplifting green space that brings a sense of pride to the neighbourhood and deters anti-social behaviour

Carrying out and promoting both environmental improvement and practical conservation, to educate, encourage and support the local population in environmental practice by working with statutory and non-statutory agencies

Holding regular free "drop-in" gardening sessions run by a garden club leader with horticultural experience that teach skills, promote the benefits of gardening and food-growing for mental and physical health, and encourage the use of locally grown and home-grown produce

Organising regular larger events that bring people together, with garden-related workshops, creative and cultural activities and a focus on healthy cooking and eating

Performing outreach work and attending events in the wider community to promote its work

Working with similar groups, exchanging information and advice with them and serving as a model to others

Raising funds and receiving contributions where appropriate to finance the work.

Publicising and promoting the work

Opening bank accounts

Making rules and standing orders for categories of members and their rights

Taking out insurance

## Organising meetings and training courses

Taking any action that is lawful, which would help to fulfil the aims

### 4. Membership

- a. Membership of Friends of Abbey Gardens shall be open to anyone who is interested in helping the group to achieve its aim and willing to abide by the rules of the group.
- b. Every member shall have one vote at general meetings.
- c. The Management Committee shall have the power to refuse membership to an applicant, where it is considered such membership would be detrimental to the aims, purposes or activities of the group.
- d. Registration and termination of membership.
  - ❖ Any member of the association may resign his/her membership and any representative terminate or suspend the membership of any members, if in its opinion his/her conduct is prejudicial to the interests and objects of the association, PROVIDED THAT the individual member or representative of the member organisation (as the case may be) shall have the right to be heard by the General Committee before the final decision is made. There shall be a right of appeal to an independent arbitrator appointed by mutual agreement.

### 5. Management

- a. Friends of Abbey Gardens shall be administered by a Management Committee of not less than three people and not more than fifteen members elected at the group's Annual General Meeting, Committee Members must be at least 18 years old.
- b. The officers of the management Committee shall be:  
The Chairperson  
The Treasurer  
The Secretary  
And such other officers of the group shall deem necessary at the Meeting.
- c. The Management Committee shall meet at least twice a year.
- d. At least three Management Committee Members must be present for the Management Committee meeting to take place.
- e. 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 a second vote.
- f. Power to set up sub-groups and work parties as deemed necessary who shall be accountable to the committee.

## 6. Finance

- a. Any money obtained by the group shall be used only for the group,
- b. Any bank accounts opened for the group shall be in the name of the group.
- c. Any cheque issued shall be signed by at least two of any three nominated signatures.
- d. The Management Committee will ensure that the group stays within the budget.

## 7. Committee Meetings

- a. The committee shall meet at least four times each year.
- b. The quorum for a meeting shall be three.
- c. The committee shall be accountable for the members at all times.
- d. All meetings must be minuted and available to any interested party.
- e. All committee members shall be given at least seven days notice of a meeting unless it is deemed an emergency meeting.

## 8. General Public Meetings

- a. The committee shall call at least two general public meetings each year, purpose of these meeting is for the group to account for its actions and consider the regeneration and development of according to the group's objectives.
- b. The Chair of the group shall normally chair these meetings.
- c. At least fourteen days notice of such a meeting must be given and advertised in at least five public places.
- d. All meetings, including AGM's must be minuted and available to any interested party.
- e. The quorum for a General Meeting is six.

## 9. Annual General Meeting

- a. The Friends of Abbey Gardens shall hold an Annual General Meeting (AGM) at not more than 15 month intervals.
- b. Where possible members shall be notified personally, otherwise notice will be deemed served by advertising the meetings in at least three public places giving at least fourteen days' notice of the AGM.
- c. The business of the AGM shall include:
  - ❖ Receiving a report from the Chairperson of the group's activities over the year.

- ❖ Receiving a report and presentation of the last financial year's accounts from the Treasurer on the finances of the group.
  - ❖ Electing a new Management Committee and considering any other matter as may be appropriate at such a meeting.
- d. The quorum for Annual General Meeting shall be at least eight persons of which no more than three shall be committee members.

10. Alteration of the Constitution

- a. Proposals for amendments to this constitution or dissolution (see Clause 11) must be delivered to the secretary in writing. The secretary in conjunction with all other officers shall then decide on the date of a forum meeting to discuss such proposals, giving at least four weeks clear notice.
- b. Any changes to this constitution must be agreed by a least two thirds of those members present and voting at any general meeting.

11. Dissolution





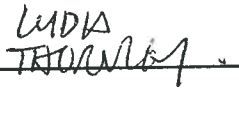
The group may be wound up at any time if agreed by two thirds of those members present and voting at any general meeting. Any assets shall be returned to their providers, if they require it, or shall be passed to another group with similar aims.

12. Adoption of the constitution

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

\_\_\_\_\_ 21 January \_\_\_\_\_ 2012

Signed:

<u>ERWAN GUILLO LOHAN</u>		(Chair)
<u>FIONA BLOOM</u>		(Secretary)
<u>ASHVEY McWORMICK</u>		(Treasurer)
<u>Tom French</u>		(Member)
<u>Linda Thornley</u>		(Member)

LUTHFUR SATTAR *L. Sattar* (Member)

Andresley A. LANG (Member)

mm NINTA PIPE (Member)