

# **GREENMOUNT VILLAGE COMMUNITY**

## **Constitution**

Adopted 18<sup>th</sup> October 2011

## **DEFINITIONS**

### **Name**

The name of the Group is the **Greenmount Village Community**

### **Administration**

The administration of the group shall be the responsibility of an elected General Committee.

### **Aims of the Greenmount Village Community**

To promote activities and projects that brings local residents, businesses and organisations together to enhance the physical and social well-being of Greenmount Village, Bury, Lancashire. This should be done by creating a unique and vibrant sense of community on a non-profit-making basis, using an all-inclusive approach, without discrimination.

### **Who is a member?**

Any person aged 18 or over who lives, works or attends activities run by organisations which are based within Greenmount.

### **Regular Meetings**

These will consist of:

1. Members meetings which will take place at least 3 times per year
2. Members AGM which will take place annually
3. General Committee meetings which will meet at least twice per year

### **Votes at Meetings**

Any member attending a meeting will be entitled to one vote. No household, business or organisation within the Community, however, may be able to cast more than two votes at any members' meeting or AGM.

### **Businesses and Households within the Greenmount Village Community**

The addresses considered to be within the Community are those that are included on the established address list for the distribution of the Greenmount Voice newsletter. This will be held by the secretary and may be amended by the General Committee.

### **Resolutions**

All resolutions are to be determined by a simple majority of those present. In the case of a tie the Chairman at the meeting will have a casting vote.

## **GENERAL COMMITTEE**

The General Committee, which shall consist of at least 10 members and be elected at the AGM, shall meet at least twice per annum. The General Committee itself may appoint a new member if a vacancy occurs between AGM's

The purpose of the General Committee will be as follows:

1. To hold meetings as required to ensure that the aims of the group are achieved
2. To plan and organise appropriate meetings of members, which should take place at least three times per annum (in addition to the AGM)
3. To work with other organisations and charities as appropriate to meet the aims of the group.
4. To set up and appoint sub committees as required.
5. To approve fund raising events
6. To determine subscriptions – lifetime or annual (If any) that members should pay
7. To manage the funds of the Group including applying for grants and organising and running any necessary bank accounts.
8. To prepare accounts each year made up to 31<sup>st</sup> March for presentation and approval at the AGM
9. To get the Accounts audited each year.
10. The Committee has no powers to borrow monies or sign leases or other such agreements that would create long term binding obligations on the members but this could be achieved by an amendment to the Constitution, which would have to be approved at the AGM or at an Extraordinary General Meeting.
11. No member of the General Committee can be paid for any services rendered but may be reimbursed reasonable expenses incurred on behalf of the group.
12. All members attending a General Meeting will be entitled to vote. The General Committee, however, cannot make any decisions unless a quorum of least 5 members is present.
13. To ensure that the Group has appropriate insurances and in all respects complies with the Law, including as appropriate the Data Protection Act.
14. To maintain and retain for at least 6 years all minutes and other records. These may be held electronically provided they are also backed up.

## **ANNUAL GENERAL MEETING**

A meeting must be held in every calendar year between July and December.

The Secretary must give at least 21 days notice and it must be held within the Greenmount Village area.

Any motions for discussion at the AGM must be received by the secretary at least 14 days prior to the meeting.

The purpose of the meeting is to consider the following:

A review of the year and future projects

To review and approve the accounts

To elect members of the General Committee for the ensuing year – to include:

1. Chairman. In the case of the first AGM, this appointment needs to be the first item on the agenda.
2. Treasurer
3. Secretary
4. At least 7 other members

To approve or amend the Constitution. In this instance at least 10 voting members must be present.

## **EXTRAORDINARY GENERAL MEETINGS**

If at least 10 members request it then the General Committee must call an EGM giving at least 21 days notice to members.

## **DECLARATION OF INTERESTS**

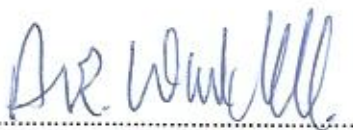
It shall be the duty of every member who is any way directly or indirectly interested financially or professionally in any item discussed at any meeting to immediately declare that interest to those present and take no involvement in the discussions unless agreed by the chairman.

Likewise the member who declares such an interest must not vote on the matter.

## DISSOLUTION

In the event that it was decided to dissolve the Group by a decision at the AGM or an EGM, then any funds remaining would be donated to a charity or charities determined at that same meeting.

Signed on 20<sup>th</sup> October 2011

A handwritten signature in blue ink, appearing to read "Mr. Winkell", written over a dotted line.

Chairman

A handwritten signature in blue ink, appearing to read "J. Swadell", written over a dotted line.

Secretary

A handwritten signature in blue ink, appearing to read "M. Woodcock", written over a dotted line.

Treasurer