

# **RADSTOCK ACTION GROUP**

## **CONSTITUTION**

### **1. Name of the group**

The name of the group is Radstock Action Group

### **2. The aims of the group**

- 2.1 To work for the future, positive and sustainable development of Radstock
- 2.2 To promote the positive potential of Radstock and build on it
- 2.3 To safeguard the unique character of Radstock including its buildings, its natural environment, its history and its viability as a working town
- 2.4 To ensure that any future development of Radstock is of a suitable scale and that it is relevant to the needs of the residents of Radstock
- 2.5 To nurture a sense of the worth of Radstock in the immediate area and to promote it to others at regional, national and international level

### **3. Powers**

In furtherance of these aims, but not otherwise, the group shall have the powers to:

- 3.1 Organise and publicise the activities of the group and issues of relevance to Radstock and the Radstock community
- 3.2 Raise funds and invite contributions
- 3.3 Cooperate with other voluntary, charitable or statutory organisations
- 3.4 The group shall have no party political affiliations

### **4. Membership**

- 4.1 Membership is open to anyone interested in helping the group to achieve its aims, willing to abide by the rules of the group and willing to pay any subscription fee agreed by the Management Committee
- 4.2 Every member shall have one vote at general meetings
- 4.3 Membership of any member may be terminated for good reason by the committee
- 4.4 No member will work against the stated aims and/or interests of the group, nor do anything which will bring the group into disrepute

- 4.5 Membership fees are payable annually on January 1, and will be determined by the Management Committee

## 5. **Management Committee**

- 5.1 The group shall be administered by a management committee elected annually at the AGM: Chair, Secretary, Treasurer, and up to seven elected ordinary members
- 5.2 The Management Committee will normally meet monthly
- 5.3 Any member of the group may be co-opted onto the Management Committee
- 5.4 A quorum will be four committee members including one officer
- 5.5 Any paid up member of Radstock Action Group will be eligible to be a member of the Management Committee
- 5.6 Any committee member found to be in breach of the terms of membership of Radstock Action Group will be required to stand down from the Management Committee
- 5.7 The Management Committee will review annually the beneficiary charities

## 6. **Duties of the Officers**

- 6.1 To ensure the smooth running of the organisation
- 6.2 To organise quarterly ordinary general meetings, special general meetings and the annual general meeting
- 6.3 To publicise the activities of the group

## 7. **Finance**

- 7.1 Any money obtained by the group shall be used only for the group's purposes, in accordance with its aims
- 7.2 The group may only make payments to officers or members for reasonable expenses incurred
- 7.3 People running the group must not gain financial benefit from it
- 7.4 Any bank accounts opened for the group shall be in the name of the group
- 7.5 All cheques must have two signatories, one of whom must be the Treasurer
- 7.6 All signatories to the account must be management committee members
- 7.7 The accounts will be independently examined at least once a year
- 7.8 Grants will not be made to any party political group or any with specific religious affiliations.

## **8. Annual General Meeting**

- 8.1 The Quorum for the Annual General Meeting will be 10% of the total membership and include three members of the Management Committee
- 8.2 Any paid up member of the group will be entitled to vote
- 8.3 The Annual General Meeting will be held annually in the month of February
- 8.4 The business of the AGM will be the minutes of the previous AGM; to receive the Annual Report; the election of management committee; the appointment of an independent auditor or examiner; any proposed changes to the constitution; AOB
- 8.5 All members must be given a minimum of 28 days notice in writing of the AGM
- 8.6 Under AOB, any matter being raised must be notified no less than 14 days before the date of the meeting

## **9. Extraordinary General Meetings**

- 9.1 An Extraordinary General Meeting may be called by 25% of all paid up members forwarding the item of business and their signatures to the Secretary
- 9.2 All members will be given a minimum of seven days notice of any EGM, including the agenda
- 9.3 There will be no AOB at EGMs

## **10. Ordinary General Meetings**

- 10.1 There will be a minimum of three OGMs per year
- 10.2 All members must be given a minimum of seven days notice in writing, including the agenda

## **11. Altering the Constitution**

- 11.1 Any proposal to alter the constitution must be approved by at least 75% of paid up members voting at the meeting.
- 11.2 Changes to the constitution may only be made at the AGM.

## **12. Winding up the organisation**

- 12.1 In the event of the organisation being wound up, any outstanding assets will be donated to local nominated charities, to be determined by the Management Committee.