

# Friends of Eaglesfield Park

## CONSTITUTION (amended 15 May 2007)

### 1. Name

Friends of Eaglesfield Park

### 2. Aims

- a. (i) To preserve and enhance the biological environment within the park with a view to improving the ecology of the park
- (ii) To preserve and enhance the infrastructure within the park with a view to supporting the primary uses of the park, and including both the public and biological environment.
- b. To facilitate suitable recreational amenities for the 'Friends' and users of the Park
- c. To promote the harmonization of the local community through Park-based public activities and event, and to actively work against all forms of discrimination within it so that no-one is disadvantaged by reason of ethnicity, gender, disability, sexual orientation, age, class, income, employment status or religious belief
- d. To develop a partnership with Greenwich Council and to understand their legal responsibilities in respect of Parks and Open Spaces and thence:
  - i. Through clarification and consultation, develop a Service Level Agreement with the Council for the maintenance of the Park and its facilities;
  - ii. Ensure that the Council and related bodies are able to provide a safe and secure environment in the Park;
  - iii. Monitor the performance of the responsible bodies in respect of those obligations
- e. To raise funds to further the above aims of the Park extra to Greenwich Council's designated responsibilities
- f. To act as a forum in which the local community can enter into dialogue with the Council on all policy issues which affect the development and care of the Park
- g. To keep the local community and other interested Park users informed of the activities of the 'Friends' through regular newsletters and meetings, to provide channels of communication for feedback and to encourage all users to join the 'Friends'.

### **3. Membership**

- Shall be open to any individual or organisation interested in supporting the work of the Friends,
- There shall be one voting representative from each member organisation,
- Members of the Management Group (Committee) shall not make financial gain from their position. However reasonable out-of-pocket expenses may be made to members of the Friends, including the Committee, for their work or duties undertaken on behalf of the Friends,
- Members shall pay an annual subscription fee of £2.00 (two pounds) subject to review.

### **4. Management**

- The business of Friends of Eaglesfield Park shall be managed by the Committee, made up of Members of the Friends. As far as possible the Committee should represent the Friends of Eaglesfield Park and the population make-up of the area,
- The Committee shall have the authority to co-opt any Member to fill any vacancy occurring in their number,
- No two persons from the same household shall be elected Officers of the Committee, nor any two persons from the same household act as signatories
- Members will, by decision of the Committee, be disqualified if they miss three consecutive meetings. This may be waived at the discretion of the Committee, who are charged with making sure that the member is informed of the situation before a decision is made. Members will be informed of decisions in writing,
- The election of Officers or members of the Committee may only be carried out at a General Meeting of the Members.

### **5. Meetings**

The Committee shall meet not less than 4 (four) times a year.

### **6. Annual General Meetings**

The Committee shall call an Annual General Meeting of the Members each year. Not less than 14 (fourteen) days notice of the Annual General Meeting and the Agenda, shall be given to all Members.

## 7. Special General Meetings

The Secretary shall call a Special General Meeting at the request of a majority of the Committee, or 10% of the Members giving reasons for their request. The Secretary shall give not less than 5 days notice of the holding of a Special General Meeting, which shall take place within 21 (twenty-one) days of the receipt of the request.

## 8. Quorum

The quorum for meetings of the Committee shall be one third of its nominated membership, or 3 (three) members whichever is the greater.

## 9. Finance

- All monies raised by and on behalf of Friends of Eaglesfield Park shall be applied to further the Aims of the Friends and for no other purpose
- The Treasurer shall open and maintain an account in the name of the Friends of Eaglesfield Park. All cheques/withdrawals shall be signed by two of three signatories nominated by the Committee. One of these should be the Treasurer. No two members of the same household may be signatories
- The accounts shall be audited once a year by a qualified accountant or a non-member of the Committee.

## 10. Conduct

It is a condition of membership that Members shall conduct themselves in a manner, which upholds the aims and spirit of the Friends. A member may be suspended by the Committee from the Friends for failure to observe this, or for any other conduct not in line with the Aims of the Friends. Any Member suspended has the right of appeal to the following Committee meeting.

## 11. Responsibilities of Officers

All of the Officers of the Committee have a duty to further the Aims and Objectives of the Friends.

- **The Chair** (or elected substitute should the Chair be unable to attend) shall conduct the meetings of the Committee

- **The Treasurer** shall open and maintain a banking account in the name of the Friends of Eaglesfield Park, keeping proper accounts of income and expenditure, and report on them as required by the Committee or General Meeting
- **The Secretary** shall be responsible for the convening of all meetings and the proper giving of notice to all members. S/he shall ensure that a proper record is kept of all meetings of the Friends, its Committee, and any sub-committees in the form of Minutes and shall make these available as required by the Committee or General Meeting
- **Fundraising and Publicity Manager**

Any member or Officer delegated to represent the Friends with any other Body shall act on the instructions of the Committee and shall report back to the Committee or General Meeting. Only nominated representatives of the Committee shall be delegated to consult with the local authority, media or other agencies on its behalf.

## **12. Alterations to the Constitution**

Any proposal to alter this constitution must be submitted to the Secretary of the Committee not less than 21 (twenty-one) days before the meeting at which it is to be discussed. Not less than 7 (seven) days notice shall be given of such a meeting, together with the wording of the proposed alteration(s). Any alteration shall require the approval of two-thirds of those present and voting at the meeting.

## **13. Dissolution**

If the Committee shall decide that the Friends should be dissolved, they must give at least 7 (seven) days notice to those eligible for Membership of a Public Meeting at which the matter shall be discussed. For the sole purpose of dissolution a quorum need not apply, and the Friends may be dissolved by a simple majority of those present. The assets, financial and otherwise, remaining when the Friends have satisfied its liabilities, shall be applied for such purposes of benefit to the community, as the meeting shall decide.

This Constitution was amended at a Public meeting held at Shrewsbury House, Bushmoor Crescent, Shooters Hill, London, SE18 on Tuesday , 15 May 2007 at 7.30pm.

Signed:

Chair .....

Secretary .....

Treasurer .....