

CONSTITUTION OF FRIENDS OF VICTORIA PARK

1. Name  
The name of the group shall be Friends of Victoria Park (FoVP).
2. Aim  
To improve the facilities and appeal of Victoria Park.
3. Objectives  
The group will fulfil the aim by:
  - ❖ Encouraging local interest and pride in the Park.
  - ❖ Supporting the maintenance and improvement of facilities, in collaboration with the local Council and other relevant bodies.
  - ❖ Promoting community recreation, play and sport facilities in the Park.
  - ❖ Working in partnership with the local Council in identifying other funding sources to secure an adequate level of resources to meet local needs (whilst recognising that the ultimate responsibility for funding lies with the Council).
  - ❖ Establishing an acceptable balance between the diverse needs of different Park users.
  - ❖ Working together as Park users regardless of age, ethnic origin, ability, sex, belief or political affiliation.
  - ❖ Taking any action that is lawful, which would help FoVP to fulfil its aim.
4. Membership
  - a. Membership of FoVP of Victoria Park shall be open to anyone who is interested in helping the group to achieve its aim, is willing to abide by the rules of the group and has paid an annual subscription at a level determined by the Executive Committee, initially £3 for over-16s and £5 for families.
  - b. Every member or category of member shall have one vote at general meetings.
  - c. The Executive 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 FoVP may resign his/her membership.
    - ❖ The Committee may terminate or suspend the membership of any member(s), 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 Committee before the final decision is made.
5. Management
  - a. FoVP shall be administered by an Executive Committee of not less than four and not more than eight members elected at the group's Annual General Meeting. Committee Members must be at least 16 years old.

- b. The officers of the Executive Committee shall be:  
Chairperson  
Vice-chairperson  
Treasurer  
Secretary  
And such other officers of the group shall deem necessary at the Annual General Meeting.
- c. The Executive Committee shall meet at least three times a year.
- d. At least three Executive Committee Members must be present for the Executive Committee meeting to take place.
- e. Voting at Executive 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. The Committee shall be accountable to the members at all times.
- g. All meetings must be minuted and displayed on the FoVP website.
- h. All Committee members shall be given at least fourteen days' notice of a meeting unless it is deemed an emergency meeting.
- i. If an elected officer resigns before the next AGM, the Committee may appoint a replacement paid-up member to serve until the next AGM.
- j. The Committee may co-opt members and advisors to attend and participate in discussion.
- k. The Committee may 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 objectives of FoVP.
- b. Any bank accounts opened for the group shall be in the name of the group.
- c. Any bank account shall be managed by three nominated Committee members.
- d. The elected officers may be reimbursed for reasonable expenses incurred in the performance of their roles on production of receipts.
- e. The Executive Committee will ensure that the group stays within the budget.

7. General Public Meetings

- a. The Committee shall call an Annual General Meeting (AGM).
- b. The business of the AGM shall include:
  - ❖ Receiving a report from the Chair 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 Executive Committee and considering any other matter as may be appropriate at such a meeting.

- c. The Chair of the group shall normally chair these meetings.
- d. At least 21 days' notice of such a meeting must be given and advertised on the group's website and Facebook page and Park noticeboards.
- e. An Extraordinary General Meeting (EGM) may be called by the Executive Committee or by 10% of the membership to discuss an urgent matter.
- f. All meetings must be minuted and available on the FoVP website.

8. Alteration to the Constitution

- a. Proposals for amendments to this Constitution or dissolution must be delivered to the Secretary in writing. The Secretary in conjunction with all other officers shall then decide on the date of a general meeting to discuss such proposals, giving at least 21 days' 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.

9. Dissolution

FoVP may be dissolved by majority vote at an AGM or at a Special General Meeting given 21 days' notice. In the event of dissolution, any funds left in the account shall be spent on some suitable improvement to Victoria Park, or donated to an agreed charity.

10. Adoption of the Constitution

This Constitution was adopted by the members present at the Special General Meeting held on:

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Signed:

\_\_\_\_\_ (Chair)

\_\_\_\_\_ (Vice-chair)

\_\_\_\_\_ (Secretary)

\_\_\_\_\_ (Treasurer)