

Friends of Inverleith Park Constitution

(As amended at Extra Ordinary General Meeting dated 23 March 2006)

1. Name of the group

The group shall be known as “Friends of Inverleith Park” (referred to hereinafter as the Group or Friends and Inverleith [Park] referred to as the Park)

2. Objects

The objects of the Group shall be:

- To promote for the benefit of the public the conservation, protection and improvement of the physical and natural environment of Inverleith Park, and
- To advance the education of the public in the conservation, protection and improvement of the physical and natural environment of Inverleith Park.
- In furtherance thereof but not otherwise, the Group shall seek to promote the Park’s facilities, thereby encouraging increased use leading to the improvement and development of community spirit within the area.
- To engage and involve the local community, the Stockbridge Community Council in environmental issues and action through information exchange, education and practical activities:
- To promote, encourage and secure the educational value of the park, its scenic, historical, architectural, landscape and ecological qualities for the public benefit, and
- To promote the benefit of the inhabitants of Inverleith and its environs without distinction of sex, sexuality, political, religious or other opinions by associating the local statutory authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities, or assist in the provision of facilities in the interest of social welfare for recreation and other leisure-time occupation so that their conditions of life may be improved.

3. Powers

To further these objectives the Group may:

- Arrange meetings, exhibitions, talks and surveys.
- Carry out a regular programme of practical environmental projects.
- Raise funds solely for the purpose of furthering the objectives of the Group, as the members of the Group consider appropriate
- Raise funds, receive contributions and make grant applications.

- Liaise and work in partnership with other organisations and individuals such as voluntary organisations, local authorities, government department.
- Establish and support any associations and institutions form to further the objectives of the Group.
- Collect disseminate and exchange relevant information and advice.
- Undertake research or surveys, which directly or indirectly promote the objectives of the group.
- Publicise the Group's activities through leaflets, posters, newsletters, articles, photographs and videos.
- Buy hire or legitimately borrow any equipment, tools or other property required to fulfil the Group's objectives.
- Buy, lease or take in exchange any property necessary for the achievements of the objectives of the Group and to equip and maintain it for use.
- Subject to any consents required by law to sell, lease or dispose of all or any part of the property of the Group.
- To do all such lawful things as are necessary for the achievement of the Groups objectives.

4. Memberships

Eligibility

Membership shall be open to anyone who supports the objectives of the Group and is willing to take part in its activities, providing they have been accepted for membership and paid the required subscription. Their names will be entered in the register of members.

Refusal or termination

The management committee shall retain the right for adequate reasons to refuse or terminate membership of any individual, after giving the individual concerned the right to be heard by the Management Committee before a final decision is made.

5. Subscriptions

An annual membership subscription will be payable in October of each year at a rate or rates fixed by the Management Committee (agreed at the Annual General Meeting [AGM])

Subscriptions will be due within one month of the AGM. Any member not having paid their subscriptions for the current year within one month of the AGM shall have their name removed from the Register of members (at the discretion of the committee)

6. Office Bearers and Committee

The Group shall be directed by a Management Committee of nine (3-6) members that

shall meet at least four times per year.

At the AGM the members shall elect a Convener, Secretary, Treasurer and up to nine members of the Management Committee.109

Office bearers shall be elected at the AGM.

Office bearers shall be members of the Management Committee and any other committees the Group set up.

Office bearers and members of the Management Committee shall normally serve for a period of three years.

One third of the number shall retire each year by rotation. Retiring office bearers and committee members may be re-elected.

If any vacancies arise, the Management Committee shall have the power to elect [co-op] a replacement until the next AGM.

The Management Committee shall have the power to remove from office any office bearer after a motion of no confidence has been passed by a majority of the committee. Sub committees may be set up by the Management Committee for specific purposes.

7. Annual and other General Meetings

Annual General Meeting

The AGM will be held in October of each year after giving due notice of thirty days to each member.

At the AGM the Annual report and audited financial statement shall be presented. Management Committee shall be nominated and elected and other relevant business conducted.

Notices of motion, duly proposed and seconded by two members of the Group should be presented to the Secretary in writing not less than fourteen days before the AGM general meetings.

The Secretary should notify the members of the agenda on the calling notice of the AGM general meetings.

General Meetings

At least two general meetings [including the AGM] shall be held each calendar year, one in each half of the year.

An Extraordinary General Meeting (EGM) may be called by the Management Committee giving at least fourteen days notice to the membership.

On receipt of a written demand from at least 25% of the membership, the Secretary must call EGM, which must be held no more than twenty-eight days after the receipt of the demand. 110

8. Procedures

Records

The Secretary shall take a record of all committee and general meetings and produce minutes for confirmation.

Quora and Attendance

At committee meetings a quorum of five eligible members; at the AGM it shall be ten.

Voting

Councillors and council officials shall take an advisory role and shall have no voting rights.

Decisions shall be made by a simple majority of those present and eligible to vote. All paid up members of the Group shall be eligible to vote. The Convenor shall have an additional vote if required in the event of a tie.

All questions for decision of the committee at any general meeting shall be determined by a show of hands. The decision of the committee on any matter not provided for in these rules shall be final and binding.

9. Financial Arrangements

Disposal of Funds

All funds raised shall be used solely for furthering the objectives of the Group and paying members expenses as approved by the Management Committee.

Individuals shall not benefit from being a member.

None of the Management committee shall derive personal benefit, financially or in kind from the activities of the Group.

Financial Records

Full financial records shall be kept for financial statements produced annually.

Annual Examination of Accounts

The accounts shall be examined annually by an independent examiner appointed by the Management Committee at the previous AGM.

Bank Account and Authorisation of Payment

A bank account shall be opened in the names of the Group and four office bearers shall be authorised to sign cheques, with two signatures required on each cheque.

The financial year shall be from the 1 October to the 31 September of the following year.

10. Amendments to the Constitution

Any amendments to this constitution shall be made after giving all members due notice (twenty-one days) of the proposed alteration and if two thirds of members present and eligible to vote in favour of the change(s). 111

11. Dissolution and Disposal of Assets

The Group shall be dissolved if two-thirds of members consider it necessary; to be decided at a special general meeting having given members at least twenty-one days notice of the meeting.

Individuals shall not be liable if the group folds.

In the event of the dissolution of the Group, or any assets remaining after the satisfaction of all debts and liabilities shall not be paid or distributed among the members of the Group but shall be given or transferred to a recognised charitable body or bodies having objects similar to those of the Group

This charity/organisation to be decided at the general meeting considering dissolution.