



THE FRIENDS OF RIVERSIDE PARK CONSTITUTION

ADOPTED ON THE 25th DAY OF NOVEMBER 2008

1. NAME

1.1 The group shall be called The Friends of Riverside Park (“the Group”).

2. GEOGRAPHICAL AREA

2.1 The area of operation comprises Riverside Park (“the Park”), the area extends from Cobden Bridge to Mansbridge Bridge and covers a total area of 26.6 hectares

3. AIM

The aim of the Group is:

“To maintain and improve the physical and natural environment of the Park in liaison with Southampton City Council”

To achieve the aim the Group will have the power to:

- Raise funds
- Buy, take on, lease or exchange or hire any property and maintain and equip it for use
- Sell, lease or otherwise dispose of any property belonging to the group
- Employ staff and buy in speakers
- Open a bank account, raise specific funds, invite and receive contributions and subscriptions where

appropriate to finance the development of the Park and its facilities.

- Co-ordinate and co-operate with the local authority, other statutory authorities, voluntary organisations, charities and persons having an aim similar to those of the Group
- Involve local people in the aim
- Hold meetings and social events
- Do all such other lawful things as are considered necessary to further the aim.

4. MEMBERSHIP

4.1 Membership shall be open to anyone interested in actively furthering the purposes of the Group.

4.2 No member shall have the power to vote at any meeting of the Group if his or her subscription is in arrears. Individual members in good standing aged 14 years and over shall have one vote each. In the case of household membership only one member of the household aged 14 years and over may vote at any meeting open to the whole membership.

4.3 Membership may take two forms:

- Individual
- Household (members of the same family living at the same address)

4.4 Membership is terminated if:-

- An individual member dies
- The individual members or whole household (for household membership) move from the county of Hampshire
- Member resigns by written notice to secretary
- His, her or household subscription is not paid within three months of the due date.

5. SUBSCRIPTIONS

- 5.1 The membership subscription shall be agreed by the committee and may be altered at the discretion of the committee.
- 5.2 Any subscription shall be payable on or before 1st April each year. Subscriptions for people becoming members after October in any year will be renewable in April of the year after i.e. The subscription of members who join (and pay) in December 2009 will become payable in April 2011. The financial year runs from April to March each year

6. MEETINGS

An Annual General Meeting (AGM) shall normally be held annually to receive the Committee's report and Accounts and to elect Officers and the Committee. The Committee shall decide when ordinary meetings shall be held.

- 6.1 Extraordinary General Meetings shall be held at the written request of ten or more members entitled to vote or one tenth of the membership, whichever is the greater, whose subscriptions are fully paid up.
- 6.2 A minimum of ten members personally present and entitled to vote or 5% of the membership, whichever is the greater, shall constitute a quorum for a meeting. If an AGM or EGM (extra or special general meeting) is not quorate then it will be held again: within 28 days of the original meeting. The meeting will be advertised by word of mouth, email and posters in two locally prominent places. This, second meeting will be deemed quorate irrespective of the number of members permitted to vote who attend.
The Committee shall give no less than 7 days' notice to members of all meetings of the Group.
- 6.3 Matters of policy may be debated from time to time at Annual General Meetings and Extraordinary General Meetings at the request of a proposer and seconder. Decisions shall be made by a majority of the members present and entitled to vote. In the

event of an equality of votes the Chair of the meeting shall have the casting vote in addition to any other vote he or she may have.

The first AGM will be held within 15 months of the adoption of the constitution and in that month annually thereafter

6.4 The Committee shall maintain minutes of all meetings, which shall be available for inspection on giving of reasonable notice by any member.

6.5 Members (individual and household) shall be responsible for keeping the Group informed of changes in contact details. Written communications sent electronically or by post by the group to an address supplied by an individual or household member shall be deemed to have been delivered.

7. OFFICERS

The Officers of the Group shall normally consist of:

- Chair
- Vice Chair
- Secretary
- Treasurer

Each of whom shall be eligible for re-election at the Annual General Meeting.

Nominations for the election of Officers shall be made in writing to the Secretary no later than 14 days before the Annual General Meeting. Nominations shall be supported by a seconder and the consent of the proposed nominee must first have been obtained.

The election of Officers shall be completed prior to the election of further Committee members.

8. COMMITTEE

8.1 The Committee shall be responsible for the management and administration of the Group. The

Committee shall consist of the Officers and not less than two and no more than nine other members. No more than 2 committee members may be under the age of 18. The Committee shall have the power to co-opt further members who would stand for re-election at the following AGM.

8.2 The Committee shall meet not less than three times a year and the Secretary shall give committee members not less than seven days notice of each meeting. The quorum shall, as near as may be, comprise one half of the members of the Committee. The Committee shall have the power to fill casual vacancies occurring among the members of the Committee between committee meetings, these will be co-opted onto the committee

8.3 Disqualification and Removal of Committee members

A Committee member shall cease to hold office if he or she:

- is disqualified from acting as a committee member by virtue of section 72 of the Charities Act 1993) or any statutory re-enactment or modification of that provision);
- ceases to be a member of the Friends of Riverside Park
- becomes incapable by reason of mental disorder, illness or injury of managing and administering his or her own affairs;
- resigns as a committee member by notice to Friends of Riverside Park (but only if at least two committee members will remain in office when the notice of resignation is to take effect); or
- is absent from all committee meetings held within a period of six consecutive months and the Friends of Riverside Park Committee resolve that his or her office be vacated.

9. SUB-COMMITTEES

9.1 The Committee may constitute such Sub-Committees as from time to time shall be considered necessary for such purposes as thought fit.

A Co-ordinator of any Sub-Committee shall be appointed by the Committee. All actions and proceedings of each Sub-Committee shall be reported to and agreed by the Committee as soon as possible. Sub-Committees may be regulated and dissolved by the Committee.

10. ACCOUNTS

10.1 The Committee shall, have the powers, out of the funds of the Group, to pay all proper agreed expenses of administration, development, and management of the Group.

After the payment of such expenses, development, and administration, and the setting aside of a reserve if deemed necessary, the remaining funds shall be applied by the Committee to further the aims of the Group.

10.2 Accounts shall be kept by the Treasurer and shall be available for inspection on giving of reasonable notice by any member.

10.3 Accounts shall be submitted for inspection by and approval of the members at each Annual General Meeting.

11. INSURANCE

11.1 The Group shall ensure that sufficient and appropriate insurances are in place in respect of risks to its members and for injuries to third parties and damage to property.

12. AMENDMENTS

12.1 This Constitution may be amended by a two-thirds majority of members present at an Annual General

Meeting or Extraordinary General Meeting of the Group provided that not less than 7 days notice of the proposed amendment has been given to all members.

13. DISSOLUTION

13.1 The Group may be dissolved by a two-thirds majority of members present and entitled to vote at an Annual General Meeting or Extraordinary General Meeting provided that not less than 28 days notice of the proposed winding up has been given to all members.

13.2 Any assets shall be passed to another group with similar aims as determined by the committee.

14. ADOPTION OF THE CONSTITUTION

14.1 This constitution was adopted by the members present at the Extraordinary general meeting held on 25th Day of November 2008