

Tarvin Environment Group Constitution

'developing Tarvin as a Sustainable Community'

Adopted on the 13th day of July 2009

A) Name

The organisation will be known as 'TARVIN ENVIRONMENT GROUP' (TEG).

B) Aims and Objectives

To bring together and work with people who are committed to minimising the environmental impact of the Tarvin Community and who are interested in ensuring its future sustainable development by:

- Raising awareness of environmental issues with residents and local businesses.
- Promoting the reduction, reuse and recycling of household and business waste.
- Encouraging energy efficiency within homes and workplaces as well as investigating renewable energy projects.
- Working to minimise the impact of transport on the local community.
- Such other Objectives as may be adopted from time to time to promote and safeguard the sustainable development of the Tarvin Community.

C) Powers

TEG will have the power, in the furtherance of its Objectives to:

- i) Obtain, collect and receive monies in the way of grants, donations, subscriptions, legacies and gifts of any description.
- ii) Work in conjunction with any other organisation for the purpose of fulfilling its Aims and Objectives.

D) Management and Membership

1. The Society shall be run by a Steering Group of up to 10 members who shall be members of TEG, all of whom will be elected at the Annual General Meeting (AGM).

The role of the Steering Group is to manage all aspects of the Group's administration. The Steering Group shall not act autonomously. Planning activities, buying equipment and administering other Group matters must take into account the interests of all Members.

Three members of the Steering Group shall be nominated to act as:

- Chairman to act as Chairman at any Meeting;
 - Secretary for the purpose of note taking, record keeping and correspondence'
 - Treasurer for the purpose of maintaining appropriate financial records
2. The officers and members will be elected for a period of one year but (subject as hereinafter mentioned) will be eligible for re-election.
 3. If the Chairman is unable to attend any meeting, then a Chairman will be elected at the commencement of that meeting only for its' duration
 4. The quorum for Steering Group Meetings is 5.
 5. Any vacancy within the Steering Group may be filled by agreement of the members of the Steering Group until the next AGM.
 6. The Steering Group shall meet at such intervals as is necessary to transact the business of the Group but at least 4 times in each calendar year. Reasonable notice of meetings shall be given to all members of the Steering Group.
 7. Any member of the Steering Group who fails to attend 3 consecutive meetings of the Steering Group without reasonable excuse shall not be eligible for re election at the next AGM
 8. The Steering Group may delegate business to a sub-group of which at least 2 members shall be Steering Group members. The terms of reference of any sub group shall be set by the Steering Group
 9. An AGM shall be held in each calendar year not later than 15 months after the preceding AGM to receive an annual report to be prepared by the Steering Group and written accounts from the Treasurer, to elect officers and Steering Group members and to deal with any other business which the Steering Group or members should raise.
 10. The AGM will be appropriately advertised at least 21 days before it takes place.
 11. An Extraordinary General Meeting (EGM) shall be convened by the Steering Group on the written request of at least 7 members of whom at least 2 shall be members of the Steering Group and will be appropriately advertised at least 21 days before it takes place.
 12. Minutes shall be kept of all meetings.
 13. Voting at Steering Group meeting shall be taken by a show of hands. In the event of an equal number of votes for and against a motion, the Chairman will be entitled to a second or casting vote.
 14. Membership of TEG shall be open to all individuals and groups interested in the development of its Aims and Objectives. Each member shall sign an application form agreeing to support TEGs' Aims and Objectives and to be bound by the Constitution. A register of members shall be maintained by the Secretary
 15. TEG shall be non-political in its dealings and activities and shall not advocate the cause of any political party.

E) Financial

1. TEG shall be run as a "not for profit" organisation. All funds shall be applied for the furtherance of the Aims and Objectives of the Group.
2. The financial year of TEG shall be from 1st January to 31st December.
3. The Treasurer shall keep proper accounts of the finances of the Group. All incoming funds shall be lodged without deduction in such account as the Group shall maintain. Funds may only be expended by a majority agreement of the Steering Group of those present at any meeting where the expenditure is considered and any instrument dealing with the Groups' funds shall be signed by 2 authorised signatories of the Group of whom one will be the Secretary or Treasurer.
4. No member shall receive payment directly or indirectly for their services: reasonable expenses incurred by any member may be reimbursed with the agreement of the Steering Group.
5. The Group shall not be wound up except by a resolution of three quarters of those present at an EGM called for that purpose. In the event of a winding up, the remaining funds of the Group shall not be distributed among members but shall be passed to the Tarvin Parish Council.

F) Amendments to the Constitution

This Constitution may be amended by resolution at the AGM or an EGM. Amendments will be agreed by simple majority vote. The terms of the proposed amendment must be contained in the publicised agenda.

Dated: 13 May 2009.

Signed by the Chairman:

James R Wigan

Signed by the Secretary:

A G Sawyer