



*Friends of Roe Green*

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# Friends of Roe Green

## Constitution

<b>Synopsis</b>	:	Outline of principles according to which Friends of Roe Green intends to operate
<b>Status</b>	:	Draft
<b>Version</b>	:	0.1
<b>Date</b>	:	January 2007
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# **1. Name and Geographical Scope**

'Friends of Roe Green' (herein after described as 'the association') shall be the name of an association of residents, traders and groups residing or operating in the area of Worsley known as Roe Green.

The area shall include the immediate environs of Roe Green and Beesley Green (including the relevant conservation area. However, anyone sympathetic to the aims of the association residing in any adjacent area shall also be eligible to apply for membership.

# **2. Aims and Objectives**

The association shall seek to protect and support the historic and traditional character of Roe Green and its conservation area, in both the short and long-term, whilst supporting the maintenance and operation of the small local businesses which are compatible with the character of the area.

It shall seek to promote local knowledge and enjoyment of the valued features of Roe Green, having regard to the local applicable by-laws.

The association will respect diversity within the local people and shall not seek to discriminate against any group or person on the grounds of age, creed or political affiliation.

It shall seek in particular to pass on an appreciation of Roe Green to the younger residents and shall seek to cooperate with other organisations in Worsley and Salford that support similar objectives.

# **3. Management**

The association shall be managed between Annual General Meetings (AGM) by a committee to be elected at the AGM.

Any motion to amend this constitution shall require moving and seconding by two members and should be notified to the Secretary before the 1<sup>st</sup> January in any year. This shall be notified to members as part of the notice of the AGM.

# **4. Annual General Meeting (AGM)**

The association's AGM shall be held in each year between the New Year and Easter. The Secretary shall give notice of this meeting by posting notices on local notice boards and in public facilities or shops which may offer this facility. Individual notice to each member shall not be required.

The agenda of the AGM shall be detailed in such notice and shall be:

- a) To note attendance and any apologies for absence
- b) To approve the minutes of the previous AGM, with any amendments necessary to secure accuracy
- c) To consider and decide on any constitutional amendments of which prior notice has been given

- d) To receive a report on the activities of the association in the preceding year
- e) To receive a financial report for the previous calendar (and financial) year and to decide the subscription level for the following year
- f) To elect the following year's committee and auditor
- g) To consider 'any other business' relevant to the association of which notice shall have been given to the Chairman before the opening of the meeting

## **5. Committee**

The committee shall consist of the following three officers to serve for a period of twelve months with eligibility to be re-elected: Chairperson; Secretary; and Treasurer.

Six additional committee members shall be elected at the AGM who may be nominated at or before the AGM. Each such member shall be nominated and seconded by members at the AGM and elected by vote of members present.

The committee shall meet approximately once per month and shall keep minutes of its meetings.

The committee shall fill vacancies at the first practicable monthly meeting. Where possible such vacancies shall be advertised on local notice boards.

The act of the committee shall be the acts of the association.

## **6. Finance**

The association may levy a membership subscription on the recommendation of the committee to the AGM. The Treasurer shall keep a record of all memberships and subscriptions if levied.

The association may raise funds by appeals to its own membership or more widely; by grant applications to the appropriate bodies; by charging admission to special events; or by other means.

The association shall be able to expend funds on events and activities in pursuit of its aims and objectives. The Treasurer shall keep appropriate records of all transactions and shall establish a suitable bank account with any two of three designated signatures being required on cheques.

The Treasurer shall submit an annual financial report with accounts for audit prior to each AGM.

The association shall apply for registration as a charity and shall report as required to the Charities Commission.

## **7. Relations with Other Bodies**

The association shall seek representation on the local Community Committee. The association's committee will nominate representatives accordingly.

The association shall also seek invitation for a member to work with the Worsley Civic Trust and Amenity Society, and shall subsume into its activities the work of the Roe Green branch of the Worsley Civic Trust. The association shall also seek to be invited by the City Council to respond to its public consultation exercises that are conducted from time-to-time, and a similar facility shall be sought in regard to consultations conducted by other public bodies such as Government, the NHS and the Passenger Transport Authority.

## **8. Transitional Arrangements**

This constitution shall be submitted to a public meeting of residents in February 2007 for amendment and adoption with immediate effect.

Arrangements referred to in section 7 and the request for charity registration shall be deemed to be included as parts of this constitution as soon as they are secured, without the need for formal resolution of amendment of this constitution.

## **9. Quorum**

The quorum for a general meeting shall be fifteen members or, if greater, 10% of the membership.

The quorum for a committee meeting shall be five members including two officers.

## **10. Winding-Up**

In the event of the winding-up of the association, the available funds shall be transferred to one or more charitable bodies with similar objectives to the association, as may be chosen by the committee and approved by the Charity Commissioners for England and Wales.