**CONSTITUTION**

The name of the group shall be ‘Friends of Park Wood’.

The group shall be a voluntary body and non-political formed from members of the public and other interested bodies.

The term ‘landowner’ includes Public, Private and Trustees.

**AIMS**

1. To help conserve Park Wood for the quiet enjoyment of the public and for the plants and animals that live there.
2. To foster and encourage the public’s interest in Park Wood and in the work of the Friends so as to increase understanding and appreciation of the ecological, cultural and historical importance of Park Wood.
3. To act as a channel of communication between the trustees, landowners, residents, local groups and other stake-holders so that Park Wood has a voice when decisions are made.

**OBJECTIVES**

1. To protect the site from developments which threaten the above aims.
2. To assist the landowners in the care and improvement of the site.
3. To work with the landowners to protect and improve the ecological diversity and value of the site.
4. To notify the appropriate authority when any hazards or problems with the site become apparent.
5. To develop projects to further the above aims in partnership with, or with the permission of, the relevant landowner(s).
6. To communicate with local residents and other users of the site, including publicising the group’s aims and activities, in order to improve the involvement of local people and the work of the Friends.
7. To encourage local schools to use the site responsibly for education and pleasure.
8. To encourage local residents to use the site responsibly and to take an active part in caring for the site.

**MEMBERSHIP AND ORGANISATION**

1. Membership is open to all, regardless of age, race, gender, sexual orientation or disability.
2. A committee will be elected at the Annual General Meeting (AGM) or Extraordinary General Meeting (EGM) composed of Chair, Secretary & Membership Secretary, Treasurer, Marketing and Promotions Officer and Work Party Lead and three other members to serve until the following AGM**.**
3. The Committee reserves the right to decline a membership application.
4. The Committee may terminate the membership of any member if his/her activities are considered to be prejudicial to the group. Such members will have the right of appeal to a General Meeting of the group.
5. Elected councillors are not permitted to stand for election as an officer or a member of the Committee.
6. The Committee may co-opt any persons with special knowledge and experience who may assist in achieving the aims or objectives.
7. The minimum number of Committee members to form a quorum will be five.
8. A vote for decisions will be by a majority and the Chair will have the casting vote.
9. Minutes will be taken at each meeting.
10. An AGM will be held each year.

**FINANCES**

The Committee shall ensure:

1. A bank account in the name of ‘Friends of Park Wood’ shall be opened and maintained for the general finances of the group.
2. Authorisation of cheques, payments and withdrawals must be by the Treasurer and one other Committee member. In case a signatory is unavailable, three signatories will appear on the bank mandate. The Treasurer has authority to make electronic payments of expenditure approved at committee meetings or by the Chair.
3. The financial year will run from January 1st to December 31st.
4. The accounts will be audited or independently examined prior to the AGM and presented to the AGM.

**DISSOLUTION**

In the event of the dissolution of the group, after debts have been discharged, any monies remaining will be passed on to a group with similar aims or donated to a charity agreed by the Friends.