

## **- CONSTITUTION -**

### **Lymm Environment and Heritage Group**

#### **1.0 TITLE**

1.1 The organisation shall be known as the Lymm Environment and Heritage Group hereafter to be referred to as (the Group).

#### **2.0 OBJECTS**

2.1 The Group is established to:

- provide and develop opportunities leading to the physical improvement, and increased value and benefit provided by Lymm's Dam, Parks and Open Spaces and Heritage assets.
- represent the needs and views of the communities and group members with respect to management, maintenance, use and development.
- meet on a regular basis to share and discuss development scheme progress, and facility issues and initiatives.
- identify and pursue opportunities for developing networks and partnerships both locally and wider for the sharing of skills, resources and procurement strategies.

#### **3.0 POWERS**

3.1 In furtherance of the above Objects but not further or otherwise, the group shall:

- Promote the development and improvement of Lymm's Dam, Parks and Green Spaces and Heritage assets.
- Work in partnership with service providers, government and support agencies, user groups, voluntary groups, schools and local community.
- To set up a bank account in the name of the group.
- Raise funds and invite or receive contributions by any person or persons by way of donation, grant or award and expend monies received in the furtherance of the above Objects.
- To produce leaflets/posters to publicise the groups activities.
- To promote and carry out or assist with research, surveys and investigations.
- Bring together in conference representations of other organisations, government departments, statutory authorities and individuals.
- Do all such lawful things as shall further the Objects of the service.

#### **4.0 AREA OF BENEFIT**

4.1 The group shall operate for the benefit of the residents of the Village of Lymm, the Borough of Warrington and visitors and users of Lymm's Dam, public Parks, Open Spaces and Heritage assets.

## 5.0 **MEMBERSHIP**

5.1 Membership of the Group shall be open to persons offering their voluntary help as individuals or as the nominated representative(s) of organisations supporting the objects of the group.

5.2 This shall include but not be limited to:

Warrington Borough Council  
Lymm Parish Council  
Mersey Basin Trust  
Mersey Basin Campaign  
Groundwork Mersey Valley  
Lymm Schools –( Primary and High )  
Lymm Residents  
Lakeside Residents Association  
Lymm Residents and Tenant Associations  
Keep Lymm Tidy Group  
Lymm Village Design Group  
Mersey Forest  
Cheshire County Council  
Lymm & District History Society  
Lymm Angling Club  
Lymm Life magazine  
Countryside Agency  
Fieldfare Trust  
Forestry Authority  
Lymm Festival Committee  
Lymm May Queen Committee  
Warrington Disability Awareness group  
WREN  
Heritage Lottery Fund  
Oughtrington Community Association

5.3 Each organisation / group shall be entitled to attend the meetings of the Lymm Environment and Heritage Group and to cast one vote on the organisation / group's behalf. Lymm Residents shall be entitled to a maximum of five votes.

## 6.0 **MEETINGS**

6.1 Meetings of the group shall be held at least on a quarterly basis and be open to all members and member organisations.

6.2 Additional meetings can be arranged upon fourteen clear day's notice in writing being received by the Secretary upon the demand of 3 of the member groups or organisations listed in 5.2, or by the Chairperson.

6.3 Meetings will be run in accordance with a standard agenda to be agreed by the group. Additional agenda items can be added by notifying the Chairperson of the forthcoming meeting at least 7 clear days prior to the date of the meeting.

6.4 The purpose of the meetings is to consider the business of the group and to make decision on the basis of a simple majority vote. Each of the member groups or organisations as listed in 5.2 shall have one vote. The Chair shall have a casting vote in the event of equal votes.

6.5 The quorum at all meetings of the group shall be a minimum of the chairperson one of the elected officers, and an individual or representative from at least 3 of the member groups or organisations as listed in 5.2.

## 7.0 **GENERAL MEETINGS**

7.1 The Annual General Meeting shall be held not later than the end of April each year. Twenty-one clear days written notice shall be given to members of the A.G.M. by circulating a copy to all delegates by post.

7.2 The business of the AGM shall include:

- the election Chairperson and Officers, and where required ;-
- the election of an executive committee and appointment of auditors.
- the consideration of an Annual Report of the work done by the group and of audited accounts, where completed.

## 8.0 **OFFICERS**

8.1 The officers of the group shall consist of a Chairperson, Treasurer, Secretary and such other officers as the members shall determine at the AGM. The officers shall be elected at the AGM and shall serve until the conclusion of the next following AGM and shall be eligible for re-election.

8.2 Other members may be appointed by the Committee to hold/undertake particular responsibilities within the group, e.g. fund-raising.

## 9.0 **EXECUTIVE COMMITTEE**

Hereinafter called “the Committee”.

9.1 Shall consist of not less than 5 nor more than ten members elected at the AGM.

9.2 The Committee may appoint other members to hold/undertake particular responsibilities within the group, e.g. fundraising, publicity.

9.3 The policy and general management of the affairs of the group shall be directed by the Committee. The Committee shall have the power to appoint sub-Committees, or working groups, and shall determine their terms of reference, membership and duration.

## 10. **FINANCES**

- 10.1 Any money raised shall be used to further the aims of the group and for no other reason.
- 10.2 A bank account will be opened in the name of the group with such bank, as the Committee shall determine.
- 10.3 The Chairman, Treasurer and Secretary shall be empowered to sign cheques on behalf of the group. All cheques must be signed by at least two of the three authorised signatories.
- 10.4 The Treasurer shall keep a proper record of the income and expenditure of the service and shall arrange for the accounts to be audited by a qualified auditor at least once in every year.
- 10.5 No member shall derive any financial benefit from the group except for payment of reasonable expenses.

## 11.0 **ALTERATIONS TO THE CONSTITUTION**

- 11.1 Any proposed alterations to the Group Constitution may only be considered at an Annual or Special General Meeting, convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a Full Member of the Group and seconded by another Full Member. Such alterations shall be passed if supported by not less than two-thirds of those Full Members present at the meeting, assuming that a quorum has been achieved.

## 12.0 **DISSOLUTION**

- 12.1 If at any General Meeting of the Group, a resolution be passed calling for the dissolution of the Group, the Secretary shall immediately convene a Special General Meeting of the Group to be held not less than one month thereafter to discuss and vote on the resolution.
- 12.2 If at that Special General Meeting, the resolution is carried by at least two-thirds of the Full Members present at the meeting, the General Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Group and discharge all debts and liabilities of the Group.
- 12.3 After discharging all debts and liabilities of the Group, the remaining assets shall not be paid or distributed amongst the Full Members of the Group, but shall be given or transferred to some other voluntary organisation having objects similar to those of the Group.

**Constitution as amended following the LEH Group  
Meeting on Wednesday 27<sup>th</sup> November 2002.**