

Biggleswade Community Garden Group Constitution

THE PURPOSES OF THE GROUP ARE:

- Create and maintain various community garden sites include a fruit and veg garden.
- Provide food for volunteers and those that need it through food banks.
- Educate people, especially children, about gardening and where their fresh produce comes from.

CARRYING OUT THE PURPOSES

In order to carry out the purposes, the group has the power to:

- Raise funds, receive grants and donations
- Recruit volunteers and members
- Cooperate with and support other groups with similar purposes
- Do anything else within the law which is necessary to achieve the purposes

MEMBERSHIP

The Group may admit to membership anybody aged 18 and over who supports the purposes of the group. People who wish to become a member should contact an existing member. The group may expel someone from membership, provided it is in the best interest of the group to do so.

ANNUAL GENERAL MEETING – AGM

The AGM must be held every year, with 7 days' notice given to all members telling them what is on the agenda.

- There must be at least 2 members present at the AGM.
- A lead member shall present the annual report and accounts.
- Any member may put themselves forward to help with the organisation and administration of group at the AGM.
- Every attendee to the AGM has one vote.
- For the group to remain successful it may be necessary to co-opt members into lead roles to help with the running of the group.

LEAD MEMBERS

- Lead members will meet as often as necessary in order to determine activities pertinent to the successful running of the group.
- Decisions will be communicated to the group, through Facebook, WhatsApp or email.
- The group must keep accounts which may be viewed by any member on request.

- The group may make reasonable additional rules for the proper conduct and management of the group. These rules must not conflict with this constitution or the law.

MONEY

- Funds must be held in the group’s bank account.
- Funds cannot be used to pay members except to refund legitimate expenses.
- Funds and property must only be used for the purposes of the group.

SPECIAL GENERAL MEETINGS

Special General Meetings may be called by the group for the following reasons.

- Changing the Constitution - The constitution may be changed by a two thirds majority of members present and voting at a Special General Meeting.
- Other General Meetings – to allow the members to decide on important issues.
- Winding up – the group may be wound up by a two thirds majority of members present and voting at a Special General Meeting. Any money or property remaining after payment of debts must be given to a group with similar (charitable) purposes.
- All members must be given 7 days’ notice and told what change is proposed.

SETTING UP THE GROUP

This constitution was adopted on DATE by the people whose signatures appear below. They will be the lead members until such time as anyone else joins and becomes a lead member or is co-opted.

Name _____

Position: _____

Address: _____

Name: _____

Position: _____

Address: _____

Name _____

Position: _____

Address: _____