

Friends of Starbank Park Constitution

Name

The name of the group shall be Friends of Starbank Park

Aims

1. To improve Starbank Park, Starbank Road, Edinburgh, EH5 3BX, and return it to a condition that will encourage its use by all members of the local community.
2. To work with the City of Edinburgh Council (the Council) to achieve Green Flag status for Starbank Park.

Objectives

The group will fulfil the aim by working together as residents of the area, regardless of age, ethnic origin, ability, sex, belief or political affiliation and recognising the value of our many differences to:

1. improve the condition of and amenities in Starbank Park
2. carry out and promote practical improvement and conservation of the environment in Starbank Park
3. work with statutory and non-statutory agencies to educate, encourage and support the local population in conserving and enjoying the environment in Starbank Park
4. work with local schools to encourage and promote edible gardening at Starbank Park
5. promote community recreation and play facilities in Starbank Park
6. raise funds and receive contributions where appropriate to finance the work
7. publicise and promote work of the Friends of Starbank Park (the Friends)
8. open bank accounts as necessary
9. make rules and standing orders for categories of members and their rights
10. take out insurance appropriate to the activities of the Friends
11. organise meetings, training courses and events
12. work with similar groups and exchange information and advice with them
13. take any action that is lawful, which would help it to fulfil its aims
14. work with the City of Edinburgh Council to help ensure that the Council maintains the grass, paths, trees and boundaries to an acceptable standards.

Membership

1. Membership of Friends of Starbank Park shall be open to anyone who is interested in helping the group to achieve its aims, who is willing to abide by the rules of the group and who has paid any annual subscription
2. Every member shall have one vote at general meetings
3. The Management Committee shall have the power to refuse membership to an applicant, where it is considered such membership would be detrimental to the aims, purposes or activities of the group.
4. Registration and termination of membership: Any member of the association may resign his/her membership and any representative terminate or suspend the membership of any members, if in its opinion his/her conduct is prejudicial to the interests and objects of the association, PROVIDED THAT the individual member or representative of the member organisation (as the case may be) shall have the right to be heard by the Management Committee before the final decision is made. There shall be a right of appeal to an independent arbitrator appointed by mutual agreement.

Management Committee

1. Friends of Starbank Park shall be administered by a Management Committee of not less than three people and not more than fifteen members, elected at the group's Annual General Meeting. Management Committee Members must be at least 16 years old.

2. The officers of the Management Committee shall be:
 - a. The Chairperson
 - b. The Treasurer
 - c. The Secretary
 - d. And such other officers of the group who may be deemed necessary at the Meeting.
3. The term for all members of the Management Committee is period between consecutive Annual General Meetings (approximately one year). Management Committee members may stand for election in consecutive years but would not normally remain on the Management Committee for more than five consecutive years.
4. The Management Committee shall meet at least twice a year.
5. At least three Management Committee Members must be present for the Management Committee meeting to take place.
6. Voting at Management Committee meetings shall be by show of hands on a majority basis. If there is a tied vote then the Chairperson shall have a second vote.
7. The Management Committee may set up sub-groups and work parties as deemed necessary. These shall be accountable to the Management Committee.
8. Minutes of all Management Committee meetings will be recorded.

Finance

1. Any money obtained by the Friends shall be used only for the group.
2. Any bank accounts opened for the Friends shall be in the name of the group.
3. Any cheque issued shall be signed by at least two of any three nominated signatures.
4. The Management Committee will ensure that the finances of the Friends are managed prudently.

General Public Meetings

1. The Management Committee shall call at least two general public meetings each year. The purpose of these meeting is for the group to account for its actions and consider the regeneration and development of according to the group's objectives.
2. The Chair of the Friends shall normally chair these meetings.
3. At least fourteen days' notice of such a meeting must be given and advertised in at least five public places.
4. Minutes of all meetings, including AGMs, must be recorded and these must be available to any interested party.
5. The quorum for a General Meeting is eight.

Annual General Meeting

1. The Friends of Starbank Park shall hold an Annual General Meeting (AGM) at not more than 15 month intervals.
2. Where possible members shall be notified personally, otherwise notice will be deemed served by advertising the meetings in at least five public places giving at least fourteen days' notice of the AGM.
3. The business of the AGM shall include:
 - a. Receiving a report from the Chair of the Friend's activities over the year.
 - b. Receiving a report and presentation of the last financial year's accounts from the Treasurer on the finances of the group.
 - c. Electing a new Management Committee and considering any other matter as may be appropriate at such a meeting.
4. The quorum for Annual General Meeting shall be at least 8 persons of which at least four shall not be Management Committee members.

Alteration of the Constitution

1. Proposals for amendments to this constitution or dissolution (see below) must be delivered to the secretary in writing. The secretary in conjunction with all other officers shall then

decide on the date of a public meeting to discuss such proposals, giving at least four weeks clear notice.

2. Any changes to this constitution must be agreed by a least two thirds of those members present and voting at any general meeting.

Dissolution

1. The Friends may be wound up at any time if agreed by two thirds of those members present and voting at any general meeting. Any assets shall be returned to their providers, if they require it, or shall be passed to another group with similar aims.

Adoption of the constitution

This constitution was adopted by the members present at the AGM held on 25th November 2013

Signed:

_____ (Chairperson)

_____ (Secretary)

_____ (Treasurer)

_____ (Member)