

DRAFT CONSTITUTION

Parc Avalow Community Orchard

NAME : The name of the organisation shall be **Friends of Parc Avalow Community Orchard**

(the Orchard is situated about one-half mile inland from Sunny Corner, near Malpas, Truro and lies on the border of Truro City and St.Clement's Parish on privately-owned land where extensive tree-planting has taken place for nature conservation purposes)

MAIN AIM : To restore, maintain and develop Parc Avalow Community Orchard for the benefit of its members, the local community and the natural environment.

OBJECTIVES :

- to promote the conservation and growing of a range of Cornish varieties of apples and plums
- to manage the site with wildlife protection, biodiversity and nature conservation firmly in mind
- to maintain an orchard that reflects local distinctiveness
- to promote the Orchard as a special place for reflection, recreation, education and training that are in keeping with its character and location
- to draw up a management plan to provide for work programmes in consultation with wildlife/orchard experts where appropriate
- to undertake or commission surveys of wildlife (trees and plants, birds, insects and mammals) for education or conservation purposes
- to offer activities to provide practical skills and to celebrate and distribute the harvest
- to work with other like-minded organisations and liaise with other Community Orchards
- To use such funds as the Friends may raise, or be granted, to maintain and improve the Orchard and its facilities

POWERS : the Friends of Parc Avalow

- may undertake whatever activities are required to achieve its aims, including holding meetings, setting up bank accounts, fund-raising, producing promotional literature, holding events, consulting, and raising membership by levying subscriptions
- may determine the most appropriate organisational structure designed to further its aims and objectives at either a Special General Meeting or an Annual General Meeting

(at the outset the Group will be an Unincorporated Association)

- the Management Committee (see below) shall decide on further powers as necessary

MEMBERSHIP :

Membership of the Group will be open to local residents and others who are supportive of the Group's aims and objectives

To become a member of the Friends Group applicants will need to sign a brief statement agreeing to abide by this constitution, and to pay any membership fee current at the time.

Termination of membership can occur if an individual's behaviour is detrimental to the aims of the Group. Termination can only take place following a simple majority vote of the Management Committee and the person must be notified in writing with reasons for termination. Any membership fees for the current year will be repaid

COMMITTEE :

The Friends Group shall have a Management Committee to coordinate its work and make necessary decisions on its behalf

The Committee will consist of a Chair, Secretary and Treasurer and up to a maximum of seven other members, up to a maximum of ten.

Each officer and member of the Committee shall be elected at the Annual General Meeting, and serve for two years unless re-elected. Each officer shall serve a maximum of four years in any one office

In the event of a Committee member resigning, the Committee may co-opt another member from the larger Friends Group as a replacement to serve until the next AGM. If the total membership of the Committee falls below 5, a Special General Meeting shall be called to restore the Committee to an operative size

The Committee shall be considered quorate provided at least 4 members are present. If the Chairperson is absent, a temporary Chair may be elected for the meeting by those present

Decisions shall be made by a simple majority vote. In the event of a tie the Chair has the casting, as well as a deliberative vote

If the Committee is required to discuss any matter in which a member present has a vested interest, the member shall declare it and withdraw from the discussions should the other members deem it appropriate

The Committee shall meet at least four times a year and all meetings shall be minuted. The minutes, once approved, shall be available to view by any interested party

The Committee shall ensure that the Friends Group raises sufficient funds to cover expenses

FINANCE :

The financial year shall run from January to December

There shall be a bank account set up in the name of "Friends of Parc Avalow Community Orchard". All monies received in the form of membership fees, donations, grants, or any other form of financial contribution shall be paid into the Friends bank account to further the Group's aims and objectives

There shall be a minimum of three signatories for the account from members of the Committee. Two signatures, one of whom must be the Treasurer or Secretary, shall be required on all cheques. All financial transactions to be in accordance with banking and other regulations

ANNUAL GENERAL MEETING :

Every year there shall be an AGM, which shall be held between the beginning of February and the end of April.

The Chairperson of the Committee will be in the chair and the business shall include :-

- Election of Chair, Secretary, Treasurer together with other Committee members
- Receiving a report from the Chairperson on the previous year's activities
- Receiving a report from the Treasurer on the Group's finances for the previous year
- Reviewing, and if necessary re-setting, the Group's objectives and activities for the coming year and its financial requirements

Notice of the AGM shall be circulated to all members of the Group 21 days before the meeting takes place.

SPECIAL GENERAL MEETINGS :

A minimum of six members may call a Special General Meeting during the course of the year for any purpose. It shall be notified and conducted under the same rules as for the AGM

ALTERATION OF THE CONSTITUTION :

Alterations to the constitution can be determined at either the Annual General Meeting or a Special General Meeting, providing the motion receives the support of the majority of the members present ; that a copy of the proposed alteration has been made available to all members and with 21 days notice having been given of the proposed change(s)

DISSOLUTION OF THE FRIENDS GROUP :

The Friends Group may be wound up at any time if two-thirds of members present at an Annual or Special General Meeting elect to do so.

Should the Group be dissolved, any residual funds shall be given or transferred to a group with similar aims and objectives, to be agreed at the meeting where a resolution for dissolution has been approved

This Constitution was formally adopted at the Inaugural Meeting of the Friends of Parc Avalow Community Orchard held :-

at.....

on.....

Signed by :

Chairperson.....Name.....

Secretary..... Name..... Address.....

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Treasurer.....Name..... Address.....

APPLICATION FOR MEMBERSHIP

I/We hereby apply to become a Friend of Parc Avalow Community Orchard and agree to abide by the aims and objectives as set out in the Constitution

Name(s)..... Address.....

.....

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Email address..... Tel.No

(optional).....

I enclose payment of £5 (one adult) or £7.50 (two adults or a family) or £ 2 (unwaged or student) to cover the annual membership subscription (renewable 1st February)(tick)

Please return this form to :-