



Friends of Telegraph Hill Park

Constitution

1. Name: Friends of Telegraph Hill Park ("the Group")

2.1 Purpose:

To protect, conserve and enhance Telegraph Hill Park - the Upper and Lower Parks on either side of Kitto Road, London, SE14 ("the Park") - as a place of freedom, recreation and enjoyment for the long term benefit of all sections of the local community.

To gather input from local people and representative groups so that the Park and its facilities may best serve the local community.

2.2 Powers

In furtherance of the Purpose but not otherwise the Group, acting through its Executive Committee, may exercise the following powers:

- (i) to raise funds and to invite and receive contributions provided that in raising funds the Group shall not undertake any substantial permanent trading activities and shall conform to any relevant requirements of the law;
- (ii) to buy, take on lease or exchange any property necessary for the achievement of the Purpose and to maintain and equip it for use;
- (iii) subject to any consent required by law, to sell, lease or dispose of all or any part of the property of the Group.
- (iv) to employ such staff (who shall not be members of the Executive Committee) as are necessary for the proper pursuit of the Purpose.
- (v) to co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the Purpose or of similar organizational purposes and to exchange information and advice with them;
- (vi) to establish or support any associations or institutions formed for all or any of the Purpose;
- (vii) to appoint and constitute such advisory committees as the Executive Committee may think fit;
- (viii) to do all such other lawful things as are necessary for the achievement of the Purpose.



3. Membership

- 3.1 Membership shall be open to any individual or organisation interested in supporting the group's work.
- 3.2 Each member shall on request be given a copy of the Constitution.
- 3.3 Members of the Management Group ('Executive Committee') shall not make financial gain from their position. However, reasonable out-of-pocket expenses may be made to members of the group, including of the Committee, for their work or duties undertaken on behalf of the group.

4. Management

- 4.1 The business of this group shall be managed by the Executive Committee, made up of five members of the group.
- 4.2 Three members of the group will be elected at the Annual General Meeting or first meeting of the year as officers, these positions being Chairperson (Chair), Secretary, and Treasurer.
- 4.3 The Executive Committee shall have the authority to co-opt any member to fill any vacancy occurring in their number.
- 4.4 The election or removal of officers or members of the Committee may only be carried out at a General Meeting or Extra Ordinary General Meeting of the members.

5. Meetings

- 5.1 The Committee shall meet not less than 4 times a year.

6. Annual General Meetings

- 6.1 The Committee shall call an Annual General Meeting of the members each year. Not less than 14 days notice of the Annual General Meeting shall be given to all members.

7. Extraordinary General Meetings

- 7.1 The Secretary shall call an Extraordinary General Meeting at the request of at least two members of the Executive Committee, giving reasons for their request. The Secretary shall give not less than 5 days notice of the holding of Extraordinary General Meeting, which shall take place within 21 days of the receipt of the request.



8. Quorum

- 8.1 The quorum for meetings shall be 3
- 8.2 The quorum for all General Meetings shall be 6.

9. Finance

- 9.1 All monies raised by and on behalf of group shall be applied to further the aims of the group and for no other purpose.
- 9.2 The Treasurer shall open and maintain an account in the name of the Friends of Telegraph Hill Park. All cheques/withdrawals shall be signed by two of three signatories nominated by the Committee. One of these will be the Treasurer. No two members of the same household may be signatories.
- 9.3 The accounts shall be scrutinised once a year by a qualified accountant or a non-member of the Committee.

10. Conduct

- 10.1 It is a condition of membership that members shall conduct themselves in a reasonable manner. A member of the Committee or a general member may be suspended from the group for failure to observe this, or for any other conduct not in line with the aims of the group.
- 10.2 Any member suspended has the right of appeal to the Executive Committee at its next meeting.
- 10.3 Language or behaviour that is in any way discriminatory on the grounds of race, gender, sexuality, disability or ethnic or racial origin will not be tolerated and will constitute grounds for suspension.

11. Responsibilities of Officers

- 11.1 All of the Officers of the Committee have a duty to further the aims and objectives of the group, including the promotion of a multi-racial society and opposing all forms of discrimination.
- 11.2 THE CHAIR shall conduct the meetings of the Committee.
- 11.3 THE TREASURER shall open and maintain a banking account in the name of the group, keeping proper accounts of income and expenditure and report on them as required by the Committee or General Meeting.



11.4 THE SECRETARY shall be responsible for the convening of all meetings and the proper giving of notice to all members. S/he shall ensure that a proper record is kept of all meetings of the group, its Committee and any sub-committees in the form of Minutes and shall make these available as required by the Committee or General meeting.

11.5 Any member or officer delegated to represent the group with any other Body shall act on the instructions of the Committee and shall report back to the Committee or General Meeting. Only nominated representatives of the Committee shall be delegated to consult with the local authority or other agencies on its behalf.

12. Alterations to the Constitution

Any proposal to alter this constitution must be submitted to the Secretary of the Committee not less than 14 days before the meeting at which it is to be discussed. Not less than 7 day’s notice shall be given of such a meeting, together with the wording of the proposed alteration(s). Any alteration shall require the approval of two-thirds of those present and voting at the meeting.

13. Dissolution

If the Executive Committee decides that it is necessary or advisable to dissolve the Group it shall call a meeting of all the members of the Friends of Telegraph Hill Park, of which not less than 21 days’ notice (stating the terms of the resolution to be proposed) shall be given. If the proposal is confirmed by a two-thirds majority of those present and voting the Executive Committee shall have power to realise any assets held by or on behalf of the friends of Telegraph Hill Park. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable institution or institutions having objects similar to the objects of the Charity as the members of the Charity may determine or failing that shall be applied for some other charitable purpose.

This constitution was adopted on the date below by the persons whose signatures appear at the bottom of this document.

Chair:

Secretary:.....

Date: