

Revised Constitution of the FoWCP which was unanimously passed at the EGM held on 23rd May 2017

Constitution of FRIENDS OF THE WICK COUNTRY PARK

1. NAME

The name of the Society shall be Friends of The Wick Country Park (Hereinafter referred to as; The Society)

2. Objects.

- (a) To participate with Basildon Borough Council or any successor authority in the management and conservation of The Wick Country Park.
- (b) To give information, advice and assistance to the officer appointed by Basildon District Council.
- (c) To encourage public interest and participation in the management and conservation of The Wick Country Park.
- (d) To promote public interest in Natural History and Conservation.

3. MEMBERSHIP.

Membership shall be open to all who share the interest and objects of the Society, as stated in Clause 2 herein.

4. MEETINGS.

The Society shall meet at least once in every year, which meeting shall be the Annual General Meeting and on such other occasions as shall be deemed necessary. The Annual General Meeting shall elect, by simple majority of all fully paid up members present, a Chairman, a Secretary, a Treasurer and such other Officers as it may from time to time determine.

5. GENERAL COMMITTEE

The general management of the affairs of the Society shall be directed by a General Committee, which shall meet not less than four times a year and which shall consist of:

- (a) A Chairperson, who shall be the Chairperson of the Society.
- (b) The remaining Honorary Officers of the Society.
- (c) Co-opted Members appointed by the General Committee who shall be members of the Society entitled to vote at meetings of the Society provided the total number of co-opted members does not exceed one-third of the total membership of the General Committee as defined in (a), (b) above.
- (d) Advisory Members who shall not be entitled to vote at meetings of the Society General committee.
- (e) At least one, but no more that three representatives of Basildon District Council or any successor authority.

All members of the General Committee shall retire at the Annual General Meeting but shall be eligible for re-election. Any Officer shall be entitled to serve for an indefinite period with the agreement of the whole committee.

Casual vacancies shall be filled by appointment by the General Committee, and the members so appointed shall retire at the next Annual General Meeting.

The General Committee shall have power to appoint such sub-Committees as it may from time to time determine.

6. Meeting-Procedures.

- (a) The Annual General Meeting shall be held not more than three months after the end of the financial year.
- (b) The business of the Annual General Meeting shall include the presentation and consideration of the annual report of the General Committee and of the annual audited statement of accounts, the election of Honorary Officers; the election of members to serve on the General Committee; the appointment of an auditor or auditors; the making of recommendations to the General Committee, and such other business as may be detailed in the Agenda.]
- (c) The Chairperson or Secretary may at any time at their discretion call a General Meeting of the Society and such meetings shall be called upon the requisition in writing of the Secretary of at least 10 members of the Society stating the purpose of the meeting.
- (d) Not less than six weeks notice of General Meeting must be given.
- (e) Notices of motion must be delivered to the Secretary of the Society not less than 14 days before a General Meeting.
- (f) An Agenda for a General Meeting must be sent to all members of the Society at least 7 days before a General meeting stating the business to be considered thereat.

7. FINANCE

- (a) The financial year of the Society will end on 30th November.
- (b) The Treasurer of the Society shall be responsible for receiving all monies on behalf of the Society and for making all payments on behalf of the Society. He shall keep proper accounts of the monies received and paid by the Society.
- (c) All monies received by the Society shall be paid into a bank account at a bank approved by the Committee, except where required for immediate cash disbursement, in which case due account shall be shown of such disbursement. Payment shall normally be by cheque drawn on the Society's bank account and signed by the Treasurer and one of two other authorised signatories.
- (d) An Honorary accountant or bookkeeper shall be appointed to review the accounts of the Society and report thereon to the Annual General Meeting. He shall not be a member of the Committee and shall be qualified in accountancy. The Accountant or Bookkeeper shall have the right to call for all minutes, records, accounts and vouchers necessary explanation from any officers of the Society. When the financial activities of the Society have developed to the point where the services of an Auditor are required, in accordance with accepted commercial practices, a professionally qualified Auditor shall be appointed to replace the Accountant or Bookkeeper.
- (e) The General Committee may, at their discretion, decide upon subscriptions to be paid by members of the Society.
- (f) All income will only be used towards achieving the aims and objectives of the Society.
- (g) No member shall benefit financially from the Society.

8. QUORUM

- (a) One-third of the members apart from co-opted members shall form a quorum of 3 meetings of the General Committee or any sub-committee.
- (b) A quorum of General Meetings of the Society shall be 10 members of the Society entitled a vote at meetings of the Society.

9. DISSOLUTION

If by simple majority the General Committee decide that it is necessary or advisable on whatever grounds to dissolve the Society, it shall call a General Meeting of the Society stating the resolution to be proposed thereat.

If it is confirmed at such a meeting by a simple majority of those voting that the Society should be dissolved, the Treasurer for the time being shall sell and realise the assets of the Society and shall after the satisfaction of all proper debts and liabilities of the Society pay all monies arising From such sale to further the objects of the Society as stated in Clause 2.

10. ALTERATIONS TO THE CONSTITUTION

Any alteration to this Constitution shall require the approval of a majority of two-thirds of those voting at a General Meeting of the Society.