



## **ONE KEGWORTH GROUP CONSTITUTION**

### **1 Name of Group**

1. The name of the organisation shall be the ONE KEGWORTH GROUP . Hereafter called the Group.

### **2 Purpose**

1. The purpose of the group shall be to attempt to successfully carry out and monitor actions that arose from the Parish Plan & Plan Group for the parish of Kegworth.
2. Ensure that as far as possible, actions identified within the plan are carried out in line with the wishes of the community, and where applicable, in conjunction with the Plan Group
3. Update the plan as deemed necessary by the members of the group and/or the Plan Group

### **3. Method**

- 3.1. Follow guidance of the Rural Community Council and make use of the LRP Protocol to liaise with relevant authorities and organisations to achieve the purpose and make the actions as effective as possible.
- 3.2. This will include liaison with outside agencies, setting up of volunteer groups for individual projects, fundraising and applications for grant funding.
- 3.3. Seek such funds as may be deemed necessary, in order to execute the action plan and the projects identified.
- 3.4. Inform and liaise with the Plan Group at all stages.
- 3.5. Keep all members of the community informed of progress and possible actions.
- 3.6. Take into consideration the views, wishes, needs and assets of the whole community in all actions.

### **1. Membership and Officers**

- 1.1. Membership of the group shall be open to any member of the community who wishes to join.
- 1.2. Chairman, Secretary and Treasurer shall be elected from within the group.
1. A quorum shall be any 4 regular members of the group.

### **1. Meetings**

- 5.1 Shall be held on a regular basis
- 5.2 Minutes shall be taken of all meetings and made available to all members of the group
- 5.3 A copy of the minutes of each meeting may be forwarded to the Plan Group

**1. Changes to the constitution**

- 6.1 Changes to the constitution can be made on application to the officers of the steering group by any 4 unrelated members of the group and should be ratified at an open meeting attended by a quorum of the group members.

**1. Finance**

3.7. The treasurer shall:

- 3.7.1. Open a bank account in the name of the group with 2 unrelated signatories. Cheques and other financial transactions shall be signed or agreed by any two of the signatories.
- 3.7.2. Keep accurate records of transactions and provide such records for annual audit as required. The financial records shall be audited annually (1<sup>st</sup> december) by an external auditor.
- 3.7.3. Make financial accounts available to the community in public places annually.

1. Grants may be applied for as necessary to complete the project.

3.8. Fundraising may be carried out.

**1. Dissolution**

1.1. The group shall be dissolved with the agreement of a majority of the group following an application by at least 4 unrelated members at an open meeting, attended by a quorum of the group and open to all members of the community.

1. On dissolution any outstanding funds shall be returned to the funders from whence they came or if these cannot be identified, used for the good of charitable work within the community and following discussion with the Rural Community Council.

Constitution revisions accepted at meeting of the ONE Kegworth on:

Julie Cooke (Chair).....

Lesley Plackett (Treasurer).....

Heather Thornton (Secretary).....