

Lambley Reed Pond Group

CONSTITUTION

The name of the group is hereafter Lambley Reed Pond Group (LRPG).

1. Mission Statement

- a) To protect, conserve, promote, restore, maintain, and enhance the natural habitats of Lambley Reed Pond Nature Reserve in support of the local flora and fauna.

2. Aims and Objectives

- a) To preserve the area as a place where the community is able to derive pleasure from the peaceful contemplation of nature.
- b) To encourage and improve biodiversity for the mutual benefit of native wildlife and people in and around the village of Lambley, Nottinghamshire.
- c) To work in partnership with Lambley Parish Council (landowner) to achieve our goals. We will work to an action plan; this plan will be developed by the LRPG committee (in conjunction with expert advice) and agreed with the landowner.
- d) To work with contractors, surveyors, arborists, conservationists and other professionals and advisers to achieve our goals.
- e) To promote and instigate practical work programmes involving volunteer working parties on site.
- f) To arrange and hold meetings, lectures, and talks with specialists, including wildlife representatives, about work on Nature Reserves and other relevant topics.
- g) To liaise with other bodies and academic institutions to use the Reed Pond area as a valuable resource tool for students and school children.
- h) To create an educational facility where the public can enjoy, study, and appreciate the Reed Pond Nature Reserve.

3. Membership

- a) Membership of the group is open to all persons in and around the Lambley area who are interested in the creation, expansion and improvement of their environment and public green spaces within the village.
- b) New members may join the group at any time by emailing the LRPG secretary at lambleyreedpond@gmail.com. Any new members under 18 years of age will require parental consent. Members wishing to leave the group should put this in writing to the group secretary who will remove them from the email distribution list.
- c) Persons under 18 years of age must be accompanied by a parent, guardian, or carer if they are attending volunteering activities, presentations, or meetings.
- d) The LRPG will not discriminate on the grounds of sex, race (including colour, ethnic or national origin), sexual orientation, disability, gender reassignment, religious or philosophical belief, pregnancy or maternity, marital status, or age.
- e) The LRPG will have no political affiliations.
- f) No annual subscriptions will be needed from group members.

4. Powers

- a) To enable fund raising activities, accept gifts and borrow or raise money for the said objectives as shall be thought fit and subject to consents as may be required by law.
- b) To seek contributions by personal donation, written appeals, or grant applications.

5. Officers and Committee

- a) The group will be managed by a committee consisting of a chair, vice-chair, treasurer, and secretary and up to 6 other persons. The committee will have full powers to take any necessary or expedient action to achieve the aims and objectives of the group.
- b) The election of officers will be held at the Annual General Meeting.
- c) Additional committee members will be co-opted by the committee where they offer professional expertise, skills, or experience.
- d) The committee will create sub-committees of members to represent interests or projects as required.
- e) The quorum for a committee meeting will be 6 persons.
- f) Committee meetings will be held as necessary at least 3 times a year. At least 7 days' notice must be given.
- g) Voting will be 1 vote per committee member excluding the chair with the chair having the casting vote in the event of a tie. Any other persons invited to committee meetings will not have any voting rights.

6. Meetings

- a) General Meetings, which all members can attend, will be held for the committee to report on their activities. At least 14 days' notice will be given.
- b) There will be a General Meeting twice a year.
- c) The Annual General Meeting will be held no later than the end of September each year for the election of officers and committee, the receipt of accounts and officials' reports. The AGM will be open to all members. Resolutions for discussion at the AGM will require 21 days' notice.
- d) Nominations for officers must be proposed and seconded no later than 14 days before the Annual General Meeting.
- e) An Extraordinary General Meeting can be called at any time at the request of the committee or on receipt of a written petition by no less than two thirds of the membership group or 15 members of the LRP, whichever is the smaller. At least 14 days' notice is to be given for an EGM.

7. Reporting and Approvals

- a) The LRPG Committee will update the Parish Council on plans and activities at quarterly intervals, or more frequently if requested, to include sharing financial information and future plans.
- b) Activities which are deemed to represent a risk to the Lambley Reed Pond Group, Lambley Parish Council or members of the public will be raised in advance and approval sought from Lambley Parish Council. Examples of this include, but are not limited to, participating in potentially hazardous behaviours, making any alterations to the general area which could be detrimental to the health and safety of persons or animals, any activities where there may be a risk of environmental damage, borrowing monies or engagement in schemes which could lead to adverse publicity or reputational damage. Knowledge of any such risks are not to be unreasonably withheld by any party.

8. Amending the Constitution

- a) Proposed amendments to this constitution must be submitted in writing to the LRPG Secretary and any such proposal(s) should be circulated to the LRPG along with the notice of the meeting being organised for this reason. Notice must be given at least 21 days before the meeting. Adoption of any suggestion(s) will require a two thirds majority of those present at the AGM or EGM called for the purpose.
- b) Any changes to the constitution once adopted will need to be approved by Lambley Parish Council.

9. Finance

- a) A bank account will be maintained on behalf of the group at a bank agreed by the committee.
- b) All monies raised by the LRPG will be used to further the aims and objectives of the group.
- c) All expenditure must be approved by the quorum of 6 people including the chair. Approval does not have to be given via a formal meeting for sums less than £50.
- d) For purchases above £250, three separate quotes will be required.
- e) Two committee members, one of whom should be the treasurer, will be required to sign all cheques and withdrawals.
- f) Members requiring reimbursement for expenses on behalf of the group will be required to provide receipts.
- g) The treasurer will keep a record of income and expenditure and provide an update at each committee meeting.
- h) The treasurer will keep accounts and present them to a non-committee member auditor for examination and certification 21 days before presenting them to the AGM.

10. Code of Conduct

Committee members will:

- a) conduct themselves in an open and transparent manner whilst carrying out committee responsibilities.
- b) strive to attend all appropriate meetings and send apologies for necessary absences.
- c) prepare for meetings by reading the agenda and any other relevant documents or communications before the meeting.
- d) actively engage in discussion, debate and voting in meetings; contributing in a considered and constructive way, listening carefully, challenging sensitively and avoiding conflict.
- e) participate in collective decision making, accept any majority decisions of the committee and will not act individually unless specifically authorised to do so.
- f) endeavour to work considerately and respectfully with all those they come into contact with.
- g) respect diversity, different roles and boundaries, and avoid giving offence.
- h) not make public comments about the LRPG unless authorised to do so.

Any substantial breach of any part of this code may result in removal from the LRPG committee.

11. Dissolution of the Group

- a) If the committee proposes by a majority to dissolve the group, an Extraordinary General Meeting must be called within 14 days at which a majority must confirm the proposed dissolution.
- b) In that event, monies left after settlement of all outstanding financial liabilities will be distributed to the Parish Council to further the aims and objectives of the LRPG. If the LRPG is wound up, the members of the LRPG have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

This Constitution is adopted as the Constitution of the

LAMBLEY REED POND GROUP (LRPG)

at Lambley, Nottinghamshire, on this 6th day of May, 2022.

Chair

PETER MUIR

Print Name

Pmuir

Signature

6 / 5 / 22

Date

Vice-Chair

KIM HODGEN

Print Name

Khodgen

Signature

6 / 5 / 22

Date

Secretary

IAN KASSELL

Print Name

Ian P. Kassell

Signature

6 / 5 / 2022

Date

Treasurer

STEVE BRETT

Print Name

Steve Brett

Signature

6 / 5 / 2022

Date