

# **Teg Down Nature Group: Constitution**

## **28/5/2024**

### **Our Name and Our Community**

The group is named the Teg Down Nature Group. Our geographic scope encompasses the Teg Down Community and surrounding streets, including Salters and Lanham Lane, Dean Lane and roads leading off, and all roads in the Stockers Avenue, Hampton Lane area. We welcome others from across Winchester District who visit the area and share our vision and aims.

### **Our Vision**

Teg Down and Dean Lane form a gateway from urban Winchester into open countryside beyond. Many of us who live here greatly value the diversity of the natural environment on our doorstep and would like to see more of nature's riches thriving in our community.

### **Our Aims**

- To raise awareness and understanding of the diversity of nature across our community
- To encourage local people to be part activities that will bring wildlife into our community
- To support projects and programmes which protect and enhance habitat and plant and animal species across our community
- To capture and share relevant expertise and knowledge of people in our community
- To support the wellbeing of individuals and the community through contact with nature
- To advocate for nature in our community with local organisations, including Winchester City Council and Hampshire County Council
- To be part of Hampshire and Isle of Wight Wildlife Trust's "Team Wilder" initiative

### **Our Values**

- We aim to be inclusive of people of all ages and backgrounds, to be open to fresh perspectives and to learning, and to be respectful of all individuals

### **Our Membership**

- Any individual in our community may become a member by request to the Group's Secretary. In doing so they accept that the Group may hold and use their contact details to update them on the Group's activities. All personal data will be held and managed in accordance with data protection legislation, and will not be shared with any third party
- Membership is open to anyone over 16 who supports the Groups aims. Those aged 15 and under may become Junior Members with their parent or guardian's permission
- The Board may remove membership from an individual if they act in a way which undermines the Group's objectives

### **Our Management**

- The Group will be led and managed by a Board, elected at the Group's Annual General Meeting
- Individuals will be elected for a period of one year to the following Board roles:
  - Chair
  - Secretary
  - Treasurer
  - Programme Co-Ordinator
  - Communications Co-Ordinator
- The Board may co-opt up to five voting members for specific tasks or projects. Those individuals shall be Board members until the next AGM

- The Board shall meet at least six times a year. All decisions are to be recorded. Board minutes will be published on the Group's website
- A minimum of four Board members is required for a meeting to be quorate

### **Powers of the Board**

The Board is empowered to:

- Agree and guide a programme of activities designed to further the Group's aims
- Make applications for grants or other funding to achieve the Group's aims, and to collect and disburse monies so received
- Sign agreements with third parties to achieve the Group's aims
- To raise awareness of the Group and its activities through all media
- Represent the Group at meetings with local authorities, voluntary organisations and others as may be required

### **The Annual General Meeting (AGM)**

- The Group's AGM shall be held between the 1<sup>st</sup> and 31<sup>st</sup> of May each year, or, in exceptional circumstances as soon as possible thereafter. At least two weeks notice will be given to all members of the date, time and place of the meeting
- The AGM will:
  - Elect individuals to the roles identified in the Group's Constitution
  - Receive a report of the Group's activities over the past year
  - Receive a financial report for the past year
  - Review the programme of activity for the coming year
  - Consider any changes to the Constitution. Such changes must receive the support of at least two thirds of those present and voting to be accepted
  - Receive any other reports or discuss other matters as the Board require or members request
- A Special General Meeting (SGM) to discuss urgent matters may be called by the Board or at the request of least one third of the wider membership, with at least two weeks notice given to all members of date, time, place and reason for the meeting. An SGM may undertake any of the tasks of an AGM outlined above

### **Financial Management**

- All funding of the Group, including donations and grants, shall be paid into an account operated by the Board
- All funds belonging to the Group shall be applied only to furthering the Group's aims
- Any payments from the Group account shall require the signed approval of at least two Board members
- A record of all income and expenditure shall be provided to each Board meeting
- The AGM shall receive an annual financial report detailing income, expenditure and the balance of the Group's account for the previous financial year
- The annual financial report shall be reviewed by an independent qualified person

### **Dissolving the Group**

- The Group may be dissolved by resolution passed by a two thirds majority of members present and voting at an AGM or SGM

**Date approved:**

**Signature (Chair):**