

Constitution of Sustainable Shepreth

1. Name

The name of the group is Sustainable Shepreth.

2. Aims

Sustainable Shepreth is committed to work in a collective way to transition our community to a form of sustainability that benefits everyone and leaves no-one behind *aka* "working as a village to nurture our environment".

Our aims are to:

1. Provide channels for learning and action: We aim to provide a range of channels for those who wish to act on climate change and decreasing biodiversity ('environmental change').
2. Highlight and support existing activities: We aim to highlight, celebrate, support and regularise ('make the norm') those related activities which occurred in the village prior to our existence.
3. Build the community: We aim to complement and/or provide an alternative to existing community activities.
4. Develop resilience: We aim to develop our collective resilience in anticipation of the predicted impact environmental change will have.
5. Model: We aim to show the possibilities for environmental action, for both the group and individuals to share with their wider networks.

We positively encourage one another to work together to:

- Provide a safe and non-judgemental space for people to discuss, learn about and explore the impact and potential 'solutions' for environmental change
- Reduce our collective carbon footprint
- Conserve wildlife and encourage biodiversity
- Lobby external parties as appropriate to provide necessary support for the community
- Increase community cohesion, sharing and resilience
- Build these aims into our everyday lives

3. Powers

To carry out these aims the Steering team and authorised members shall have power to:

1. Obtain, collect and receive funds and assets by way of donations, grants and other lawful means;
2. Apply funds to carry out the works agreed by the Steering team;
3. Work in conjunction with local authorities (Parish, District and County Councils), Shepreth Wildlife Park and the Wildlife Trust, voluntary organisations and local residents;
4. Do all such lawful things as will further the aims of Sustainable Shepreth.

4. Membership

Membership is open to anyone who supports the aims of Sustainable Shepreth and who has registered with the Steering team that they wish to become members. Members may unsubscribe at any time by emailing the secretary. If any individual is considered to not support the aims of Sustainable Shepreth in any way, that person shall have the right to be heard by the Steering team, accompanied by a friend, before a final decision is made.

5. Officers and Steering team

The business of the group will be carried out by the Steering team elected at the Annual General Meeting. The Steering team will meet as necessary and not less than three times a year. The Steering team will consist of up to 12 members, including 3 Officers. Other roles may be assigned or delegated by the Steering team.

The designated officers' roles are:

1. Chair, who shall chair both general and Steering team meetings
2. Secretary, who shall be responsible for the taking of minutes and the distribution of papers
3. Treasurer, who shall be responsible for maintaining accounts

In the event of an Officer standing down during the year a replacement will be elected by the next General Meeting of members, but the Steering team shall have the power to co-opt a replacement in the meantime.

6. Meetings

6.1. Annual General Meeting

An Annual General Meeting (AGM) will be held within fifteen months of the previous AGM. All members will be notified at least 3 weeks before the date of the meeting, giving the venue, date and time. Nominations for the Steering team may be made to the Secretary before the meeting, or at the meeting. The quorum for the AGM will be 10% of the membership or 10 members, whichever is the greater number.

At the AGM:-

1. The Steering team will present a report of the work of Sustainable Shepreth over the year.
2. The Steering team will present the accounts of Sustainable Shepreth for the previous year.
3. The officers and Steering team for the next year will be elected.
4. Any proposals given to the Secretary at least 7 days in advance of the meeting will be discussed.

6.2 Special General Meetings

The Secretary will call a Special General Meeting at the request of the Steering team or at least eight other members giving a written request to the Secretary stating the reason for their request. All members will be given two weeks' notice of such a meeting. The quorum for the Special General Meeting will be 10% of the membership or 10 members, whichever is the greater number.

6.3 Steering team Meetings

Steering team meetings may be called by the Chair or Secretary. Steering team members must receive notice of meetings at least 3 days before the meeting. The quorum for Steering team meetings is five Steering team members.

7. Rules of Procedure for meetings

All questions that arise at any meeting will be discussed openly and the meeting will seek to find general agreement. If a consensus cannot be reached a vote will be taken and a decision will be made by a majority of members present. If the number of votes cast on each side is equal, the chair of the meeting shall have an additional casting vote.

7.1 Declarations of interest

Members of the Steering team will not use Sustainable Shepreth to promote or serve any personal interests or those of other organisations that they represent/. To this end, we will maintain a register of interest, and ask individuals to declare a potential conflict whenever this might arise. Members of the Steering team will also hold each other accountable for this commitment.

8. Finances

An account will be maintained on behalf of Sustainable Shepreth at a bank agreed by the Steering team. Three signatories will be nominated by the Steering team (one to be the Treasurer).

All payments will be signed by two of the signatories.

All money raised by or on behalf of Sustainable Shepreth is only to be used to further the aims of the group, as specified in item 2 of this constitution.

9. Amendments to the Constitution

Amendments to the constitution may only be made at the Annual General Meeting or a Special General Meeting or by the Steering team. Any amendment of the constitution will require a two thirds majority of those present and entitled to vote.

10. Dissolution

If a meeting of members, by simple majority, decides that it is necessary to close down the group it may call a Special General Meeting to do so. If dissolution is agreed, all remaining money and other assets, once outstanding debts have been paid, will be donated to a local charitable organisation that will be agreed at the meeting.

This constitution was agreed at a Meeting of the Sustainable Shepreth Steering team on:-

Date10 / 10 / 2023.....

Name and position in groupElisabeth Spain, Chair.....

Signed.....

Name and position in groupTAMMY ASHWELL, TREASURER.....

Signed.....