

CONSTITUTION

of

BURE VALLEY CONSERVATION GROUP

being an unincorporated organisation,
associated with The Conservation Volunteers (TCV)

Adopted: 13th May 2015. Revised: 17 May 2017.

1. The group shall be called 'Bure Valley Conservation Group'.

2. The aims of the group are:
 - A. To promote practical conservation through volunteers for the benefit of the public.
 - B. To promote the vision of a “Living Landscape” as defined by The Wildlife Trusts and to complement the work of the Norfolk Wildlife Trust in the Bure Valley.
 - C. To increase awareness of wildlife amongst the local community.
 - D. To improve the health and wellbeing of local people.
 - E. To develop the volunteers’ knowledge of the principles and practice of conservation.
 - F. To conserve and encourage wildlife.
3. To fulfil these aims:
 - A. The group will undertake practical conservation, wildlife monitoring and promoting biodiversity.
 - B. Other activities, in furtherance of the aims or for the benefit of the group, may be undertaken as the team members see fit.
 - C. Money shall be raised when necessary for carrying out the aims of the group.
4. The area served is principally the Bure and Ant Valleys, but projects and activities may be undertaken elsewhere.
5. The group shall observe the conditions of association with TCV. The group shall also comply with such conditions as are required by Norfolk Wildlife Trust and other organisations for working on their sites.
6. Membership shall be open to anyone over 18 years old interested in taking an active part in the work of the group.
7. An Annual General Meeting (AGM) shall be held each year to consider the business described in the notice of the meeting and no other business. The notice of the meeting shall invite nominations for election to the Committee, to be submitted at least one week prior to the AGM.

8. The Committee:

- A. The Committee shall consist of not more than eight members who shall be elected at the AGM. Subject to availability of candidates, members shall serve a maximum term of four consecutive years: at least two members shall end their terms at each AGM, to rotate membership whilst maintaining stability within the Committee. The Committee may in addition appoint not more than two coopted members (see 8.C. below).
- B. All members of the Committee shall retire from office at the AGM and a maximum of 6 members of the retiring Committee will be eligible for re-election.
- C. The Committee may coopt any group member as a member of the Committee to fill a casual vacancy. Any person so appointed shall retain his or her office only until the next AGM, but shall be eligible for re-election.
- D. At least four Committee members must be present at any meeting to be able to take decisions. Minutes shall be kept for every meeting.
- E. Committee meetings will be held approximately every one to two months.

9. Officers shall be appointed by the Committee to conduct the administration of the group, and will include a chairperson, a secretary and a treasurer. These officers shall be in charge of the day-to-day running of the group, but shall be answerable to meetings of members.

10. Accounts shall be kept by the treasurer, and approved annually at the AGM.

11. The group shall maintain insurance for volunteers on its projects, and for injuries to third parties and damage to property.

12. If the group shall, by general consent of its members, cease to exist, all assets held up to and including the 7th October 2015 shall pass automatically back to the Norfolk Wildlife Trust. Any assets obtained on or after 8th October 2015 shall be distributed at the group's discretion.

13. This constitution shall only be altered by consent of a majority of the members of the group at the Annual General Meeting.

14. The income of the group shall be paid into an account operated by the Committee in the name of the group. All cheques and other payments drawn on the account must be authorised by at least two members of the Committee members.

Signature: _____

Name (print): _____

Address (print): _____

Signature: _____

Name (print): _____

Address (print): _____

Signature: _____

Name (print): _____

Address (print): _____

Signature: _____

Name (print): _____

Address (print): _____

Signature: _____

Name (print): _____

Address (print): _____

Signature: _____

Name (print): _____

Address (print): _____

Signature: _____

Name (print): _____

Address (print): _____

Signature: _____

Name (print): _____

Address (print): _____
