

CONSTITUTION for THE WALKING ON GROUP

1 NAME

The organisations name is **The Walking On Group**

2 THE PURPOSES OF THE ORGANISATION ARE:-

- To provide support and assistance to organisations setting up volunteering programmes to deliver the Walking Programme to agoraphobic sufferers and those suffering from anxiety based illnesses causing social exclusion.
- To provide training to volunteers wishing to offer the Walking Programme to the client group.
- To assist the client group to take part in social activities.
- To assist the client group to access part-time/full-time employment where appropriate.
- To provide education and raise awareness of the issues affecting the client group

3 COMMITTEE

The organisation shall be managed by a committee who are appointed at the Annual General Meeting (AGM) of the organisation.

4 CARRYING OUT THE PURPOSES

In order to carry out the organisations purposes, the committee have the power to:

- (1) raise funds, receive grants and donations
- (2) apply funds to carry out the work of the organisation.
- (3) co-operate with and support other charities and groups/organisations with similar purposes
- (4) do anything which is lawful and necessary to achieve the purposes

5 MEMBERSHIP

The organisation shall have a membership. People who support the work of the organisation and are aged 18 or over, can apply to the committee to become a member. Once accepted by the committee, membership lasts for 3 years and may be renewed. The committee will keep an up-to-date membership list.

The committee may remove a person's membership, a support group or member of a support group, if they believe it is in the best interests of the organisation. The member has the right to be heard by the committee before the decision is made and can be accompanied by a friend.

6 ANNUAL GENERAL MEETING - AGM

- (1) The AGM must be held every year, with 14 days notice given to all members telling them what is on the agenda. Minutes must be kept of the AGM.
- (2) There must be at least **three** *(this number can be changed to suit the organisation)* members present at the AGM.

- (3) Every member has one vote.
- (4) The committee shall present the annual report and accounts.
- (5) Any member may stand for election as a committee member.
- (6) Members shall elect between 3 and 10 committee members to serve for the next year. They will retire at the next AGM but may stand for re-election.

7 COMMITTEE MEETINGS

- (1) Committee members must hold at least 3 meetings each year. At their first meeting after the AGM they will elect a chair, treasurer and secretary. Committee members may act by majority decision.
- (2) At least 3 committee members must be present at the meeting to be able to take decisions. Minutes shall be kept for every meeting.
- (3) If trustees have a conflict of interest they must declare it and leave the meeting while this matter is being discussed or decided.
- (4) During the year, the committee may appoint up to 2 additional committee members. They will stand down at the next AGM.
- (5) The committee may make reasonable additional rules to help run the organisation. These rules must not conflict with this constitution or the law.

8 MONEY AND PROPERTY

- (1) Money and property must only be used for the organisation's purposes.
- (2) The committee must keep accounts. The most recent annual accounts can be seen by anybody on request.
- (3) The committee cannot receive any money or property from the organisation, except to refund reasonable out of pocket expenses.
- (4) Money must be held in the organisation's bank account. All cheques must be signed by 2 trustees.

9 GENERAL MEETINGS

If the committee consider it is necessary to change the constitution, or wind up the organisation, they must call a General Meeting so that the membership can make the decision. The committee must also call a General Meeting if they receive a written request from the majority of members. All members must be given 14 days notice and told the reason for the meeting. All decisions require a two thirds majority. Minutes must be kept.

- (1) **Winding up** - any money or property remaining after payment of debts must be given to a charity, organisation or group with similar purposes to this one.
- (2) **Changes to the Constitution** - can be made at AGMs or General Meetings.

