

# WHEELRIGHTS CONSTITUTION

## NAME

The name of the organisation shall be "Wheelrights".

## AIMS

The aims of the group shall be to:

- Encourage more people to cycle regularly for everyday journeys.
- Campaign for improved cycling provision in the Swansea Bay area.
- Support and organise events to promote these aims.

## POWERS

- To further these aims, the committee shall have power to Obtain, collect and receive monies through donations, grants, fees or any other lawful means.
- Associate with statutory bodies, voluntary organisations and residents in Swansea Bay and the UK.
- Organise sub-groups and events to reflect the members interests .

## MEMBERSHIP

- Membership shall be open to anyone over the age of 16 who supports the aims of the group, and pays the agreed membership fee.
- The Management Committee shall have the power to approve or reject applications for membership or terminate the membership of a member, providing that the member has the right to be heard before a final decision is made.

## MANAGEMENT COMMITTEE

- A Management Committee will be elected annually at an Annual General Meeting.
- The Committee shall consist of a Chair, Vice-Chair, Secretary, Treasurer and 2 other voting members.
- The Committee may co-opt up to a further 2 voting members until the next A.G.M.
- The Committee shall meet at least 3 times a year.
- At least 3 Committee members must be present to make any decisions.
- A proper record of transactions and meetings shall be kept.

## GENERAL MEETINGS

- Annual General Meeting (AGM) shall be held within 12 months of the adoption of this constitution and each year thereafter.
- Notices of the AGM must be sent to all voting members at least 3 weeks beforehand. A financial report will be available at the meeting.
- The A.G.M. has the power to approve the financial report and set the membership fees for the following year.
- A Special General Meeting may be called at any time at the request of the Committee or not less than one quarter of the membership. A notice explaining the place, date and resolution for the meeting to consider shall be sent to all members three weeks beforehand.
- One third of the membership or 12 members being present, whichever is greater shall enable a general meeting to take place.
- Proposals to change the constitution must be given in writing to the secretary at least 28 days before a general meeting, where it must be approved by a two-thirds majority of those present and voting.

ACCOUNTS

- The funds of the group shall be paid into an account operated by the management committee. All payments drawn on the account must be approved by at least 2 members of the committee.
- The group’s funds may only be applied to further the aims of the group.
- A record of all income and expenditure is be kept and open to scrutiny at the request of 2 members. An annual financial report will be presented to the A.G.M for approval.

DISSOLUTION

The group maybe dissolved by a resolution passed by two-thirds of those present and voting at a Special General Meeting.

If confirmed, the Management Committee shall distribute any remaining assets to another group having similar aims to Wheelrights or another group with a charitable purpose.

SIGNATURES

Chair: ..... Date: .....

Secretary: ..... Date: .....

Treasurer: ..... Date: .....