

CONSTITUTION OF
NEWTON ENVIRONMENTAL WELLBEING GROUP
(aka N.E.W.)

Responding to the Climate and Ecological Emergency in
the Parish of Newton St Cyres

Adopted on 19th JULY 2023



1. Name

The name of the Group shall be **NEWTON ENVIRONMENTAL WELLBEING GROUP (N.E.W.):**
Responding to the Climate and Ecological Emergency in the Parish of Newton St Cyres

2. Aims

The aims of **N.E.W.** shall be to:

- Take actions to reduce the carbon footprint of the Parish.
- Take actions that improve the environment and biodiversity of the Parish.
- Take actions to prepare residents of the Parish for the necessary adaptations and mitigations that Climate Change will bring to our way of life.
- Liaise with other groups, organisations and bodies (especially the Parish Council) that support these aims

3. Powers

In order to achieve its aims **N.E.W.** may:

- Raise money as required
- Open a bank account
- Organise events and other activities in keeping with the overall aims of N.E.W.
- Work with other interested groups and exchange information where appropriate
- Do anything that is lawful which will help to fulfil the stated aims

4. Control of Funds

- a) All money raised must be used to benefit the group in line with the Aims.
- b) The Treasurer is responsible for managing the money.
- c) The accounts are open to be inspected by members at any reasonable time.
- d) A set of accounts shall be prepared for the AGM by the Treasurer
- e) A bank account may be opened in the name of the group and at least two signatures will be needed for cheques to be drawn on the account.
- f) 3 of the Core Group shall be signatories on the Bank Account. Transactions must be signed off by 2 Signatories.
- g) All money received by the group shall be put into the bank account as soon as possible.

5. Membership

Anyone resident in the Parish who supports the aims of N.E.W. can consider themselves a member of **N.E.W.**

6. Equal Opportunities – N.E.W. will not discriminate on the grounds of sex, race (including colour, ethnic, or national origin), sexual orientation, disability, gender re-assignment,

religious or political belief, pregnancy or maternity, marital status or age

7. Core Group

N.E.W. shall be administered by a Core Group of 3 or more people including the Chairperson, Treasurer and Secretary.

a) Meetings:

Core Group meetings will take place at least twice a year and General Meetings every 2 months or more frequently as required.

A minimum of 5 members must be present to form a quorum at a General Meeting to include at least one person from the Core Group

Meetings will follow an agenda and will be minuted for approval at the next meeting.

For Core Group meetings, at least 3 members of the Core Group should be present.

b) Annual General Meeting (AGM):

An A.G.M. will be held not later than 3 months after the end of the financial year (31st March). A months notice will be given in advance to all members of the group. A minimum of 5 members must be present to form a quorum at the AGM to include at least two people from the Core Group

The meeting will:

- i). Hear reports of the years work from the committee
- ii). Receive the treasurer's report
- iii). Accept the resignation of the outgoing committee and elect or re-elect members to the Core Group for the coming year.
- iv). All members will be entitled to vote as necessary. Voting by show of hands, with a tied vote decided by the chairperson.

c) Special General Meeting (SGM):

The Core Group may call a SGM to propose Dissolution if it becomes necessary.

Members of the Group may call a SGM by a 2/3 majority vote in the eventuality of serious issues in the Group requiring resolution, or a proposal to amend the constitution.

The Group must make arrangement for a SGM within 2 months of receiving such a request from the members.

8. Amendments to the Constitution:

Amendments to the constitution may only be made at the Annual General Meeting or a Special General Meeting.

Any proposal to amend the constitution must be given to the Secretary in writing. The proposal must then be circulated with the notice of meeting.

Any proposal to amend the constitution will require a two thirds majority of those present and entitled to vote.

9. Duties of the Core Group:

(a) The duties of the **Chairperson** are to:

- chair meetings of the group.
- act as spokesperson for **N.E.W.** when necessary
- collect and share any relevant information within **N.E.W.**

(b) The duties of the **Secretary** are to:

- take and keep minutes of meetings
- deal with correspondence, primarily emails

- prepare the agenda for meetings in consultation with the chair

(c) The duties of the **Treasurer** are to:

- supervise the financial affairs of **N.E.W.**
- keep proper accounts that show all monies collected and paid out by **N.E.W.**

10. Memorandum of Understanding

Any funded Project undertaken by N.E.W. should be voted on by the membership.

11. Dissolution

Dissolution of the Group can be decided at an SGM or AGM and should be decided by a 2/3 majority. The Core Group may call a SGM to propose Dissolution if it becomes necessary. In such an eventuality all assets of the Group will be given to Devon Wildlife Trust.

Signed by:

Chairperson: **ANDREW J. BROADHEAD**

Signed



Date

19th July 2023

Treasurer: **DAN HARDING**

Signed



Date:

19th July 2023

Secretary: **HELEN R. ILES**

Signed



Date:

19th July 2023