

Constitution

Name

The name of the group is Friends of The Braid Hills.

Aims

The group aims to conserve and enhance the Braid Hills for the benefit of people and wildlife and to promote its use as a public resource.

We work to:

- a) Promote and encourage more people to use the hill and take an interest in its protection.
- b) Safeguard and improve the existing plant and animal life and take steps to increase the biodiversity of the hill.
- c) Involve users of the hill and local people in planning, decision-making and aspects of management affecting the hill.
- d) Raise funds and receive contributions as necessary to finance the work associated with the above.

Objectives

In order to achieve the aims the group will:

- a) Open a bank account.
- b) Raise money by applying for funding and grants.
- c) Engage with the City of Edinburgh Council and Edinburgh Leisure.
- d) Work with similar Friends groups and exchange information and advice with them.
- e) Establish membership rules.
- f) Take out insurance as and when required.
- g) Organise meetings, training courses and events.
- h) Publicise and promote the work of the group through various media, including Facebook and Twitter.

Membership

- a) Membership of Friends of The Braid Hills is open to anyone who is interested in helping the group to achieve its aim and willing to abide by the rules of the group.
- b) Every member has one vote at general meetings.
- c) The Management Committee has the power to refuse membership to an applicant, where it is considered such membership would be detrimental to the aims, purposes or activities of the group.
- d) Any member of the association may resign his/her membership by giving written notice to the secretary of the association.
- e) The Management Committee may terminate or suspend the membership of any member if in its opinion his/her conduct is prejudicial to the interests and objectives of the association. The individual member or representative of the member has the right to be heard by the Committee before the final decision is made.

Management Committee

The Management Committee:

- a) Administers the Friends of The Braid Hills and consists of not less than three and not more than fifteen members elected at the group's Annual General Meeting (AGM), Committee members must be at least 18 years old.
- b) Consists of at least the following:

The Chairperson
The Treasurer
The Secretary

Additional roles may be assigned if required.

- c) Is elected each year at the AGM.
- d) Retires at the AGM but are eligible for re-election.
- e) Meets at least twice a year. These meetings are open to all members.
- f) Must all be present for a Management Committee meeting to take place. Voting is by show of hands on a majority basis. If there is a tied vote then the chairperson has a second vote.
- g) Has the power to set up sub-groups and working parties as deemed necessary who are accountable to the committee.
- h) Is accountable to the members at all times.
- i) Must ensure that meetings are minuted and available to any interested party.
- j) Ensure that all committee members are given at least seven days notice of a meeting unless it is deemed an emergency meeting.

Finance

- a) Any money obtained by the group will be used only for the group,
- b) Any bank accounts opened for the group will be in the name of the group.
- c) Any cheque issued will be signed by at least two of any three nominated signatures.
- d) The Management Committee will ensure that the group stays within the budget.

Annual General Meeting

- a) The Friends of The Braid Hills holds an AGM each year after giving due notice to every member.
- b) The business of the AGM includes:
 - i. Receiving a report from the Chairperson of the group's activities over the year.
 - ii. Receiving a report and presentation of the last financial year's accounts from the Treasurer.
 - iii. Electing a new Management Committee and considering any other matter as may be appropriate at such a meeting.
- c) At least half of the membership of the group must be present for the AGM to take place.

Alteration of the Constitution

- a) Proposals for amendments to this constitution or dissolution must be delivered to the secretary in writing. The secretary in conjunction with all other officers will then decide on the date of a forum meeting to discuss such proposals, giving at least four weeks notice.

- b) Any changes to this constitution must be agreed by a least two thirds of those members present and voting at any general meeting.

Dissolution

The group may be wound up at any time if agreed by two thirds of those members present and voting at any general meeting. Any assets shall be returned to their providers, if they require it, or shall be passed to another group with similar aims.

Adoption of the constitution

This constitution was adopted by the members present at the AGM held on:

12 / 2 / 2013 ~~2014~~
Signed:
JANE MATHER *Jane Mather* (Chair)
R Bruce Henderson *R Bruce Henderson* (Secretary)
JILLIAN MATTHEW *Jillian Matthew* (Treasurer)
