

**CONSTITUTION FOR
THE FRIENDS OF PANNETT PARK
(including Little Park)
WHITBY**

(Revised June 2013)

NAME	The name of the group shall be The Friends of Pannett Park (including Little Park) .
AREA	The area of benefit shall be Pannett Park (including Little Park), Whitby.
AIMS	To protect and enhance the Park's natural beauty, wildlife, flora and fauna, historical and geological interest and facilities for the people of Whitby.
OBJECTIVES	<ol style="list-style-type: none">1) To promote the Park and increase its usage2) To encourage the responsible use of the Park3) To organise events and activities in the Park4) To act as an advisory body for the community and the Park users5) To raise funds to support the above activities6) To utilise the Park as an educational resource7) To work to raise horticultural standards within the Park and aim to achieve Green Flag status, annually.
MEMBERSHIP	Membership shall be open to all people or organisations in sympathy with the aims of the Friends of Pannett Park (including Little Park), irrespective of race, religion, creed, gender, colour, age, sexual orientation or political opinion.
MEMBERSHIP REGISTRATION	Membership to the Friends of Pannett Park (including Little Park) is free, on the completion of the registration form.

MANAGEMENT COMMITTEE

- A) The group shall be managed by a Management Committee which will also form the management board for Pannett Park.
The Management Committee will comprise -
- i) 2 Trustees (members of Whitby Town Council)
2 members of Scarborough Borough Council
1 member of Whitby in Bloom
All to be chosen by their respective organisations & all having one vote
 - ii) and a maximum of 8 Friends of Pannett Park to be elected at the AGM & all having one vote
 - iii) and the Assistant Operations Officer (non-voting member)
The committee can invite other people to attend meetings when required, in an advisory role only.
- B) Members of the Management committee can be elected at an Open Meeting to fill vacancies on the committee, if required. (Members who wish to stand on the management committee should make their nominations be known in writing to the Secretary 10 days before the meeting). The first order of business shall be the election of a chairman and vice Chairman. All committee members shall be free from any pecuniary interest.
- C) The quorum for the Management Committee meeting shall be five voting members.
- D) The Management Committee shall meet monthly
- F) Voting can be by either show of hands or secret ballot depending upon the wishes of the members of the Friends of Pannett Park (including Little Park)
- G) The chairperson of the meeting will have the right to a casting vote.
- H) 21 days notice for any proposed changes to the agreed constitution at the AGM.
- I) The management committee will inform the Trustees of any proposed major alterations to the park & of any proposed major events & activities not outlined in the HLF documentation

GENERAL MEETINGS

The management committee shall call at least three open general meetings a year of which one must be the Annual General Meeting - to be held in June every year, at which the chair, vice chair, secretary, treasurer and management committee will be elected.

At least two weeks notice shall be given in writing to the committee in the form of an agenda, and the public shall be notified by posting notices in the area, in the press and on the Pannett Park website.

The quorum shall be five members.

FINANCE

- A) The Friends of Pannett Park (including Little Park) financial year shall commence 1st April and run to 31st March.
- B) The Management Committee shall maintain a bank account(s) in the said name into which all moneys received must be paid. Cheques are to be signed by any two of the following: Chairperson, Treasurer and two other committee members as agreed by the committee.
- C) Accounts will be subject to independent financial review at the end of the financial year.

DISSOLUTION OF THE GROUP

If the Committee decides to dissolve the group then it shall call a Special General Meeting that can dissolve the group by a two-thirds majority.

Any assets, and any money left over after meeting all obligations, should be given to Whitby Town Council to be applied to purposes in keeping with aims of the group.

If the Committee no longer exists, any four members may call a Special General Meeting.

There must be two weeks notice for a dissolution meeting.

All books and documents of the group shall be placed with Whitby Town Council for safe keeping as the meeting shall decide.

ALL CORRESPONDENCE TO BE CONSIDERED SHOULD BE THROUGH THE SECRETARY.