

# Constitution of the Rushcliffe Move and Mingle Group

## 1. Names

**The Rushcliffe Move and Mingle Group** will be referred to hereinafter in this document as Rushcliffe Move and Mingle (**RM&M**)

**Walking for Health (operated by Ramblers) encourages more people to become physically active in their local communities. It supports the largest network of health walk schemes across England, offering regular short walks over easy terrain with trained walk leaders.**

## 2. Aims

- a. to maintain and develop 'Walking for Health' opportunities in Rushcliffe
- b. to provide a consistent quality of service by sharing good practice and information
- c. to publicise and promote health walks as a means to improving people's physical, mental and social wellbeing (e.g. programme leaflets; newsletters etc.)
- d. to provide training and development for members undertaking volunteer roles and walk leaders, as mandated by Ramblers / Walking for Health
- e. to liaise with and report to the national Walking for Health organisation
- f. to liaise with local Walking for Health organisations for information and mutual support
- g. To liaise with local health professionals and encourage them to publicise and promote the activities of **RM&M**
- h. to organise social, fundraising and promotional events
- i. to remain an accredited scheme within the national Walking for Health organisation

## 3. Powers

To achieve its aims, **RM&M** may, in conjunction with partners,

- a. raise funds, invite and receive contributions by way of donations and grants
- b. buy, take on, lease, exchange or sell resources necessary to achieve the aims of **RM&M**
- c. recruit volunteers to join and/or support **RM&M**
- d. to take other reasonable and legal actions to achieve the aims of **RM&M**

## 4. Membership

- a. Member is defined as "anyone who has walked with RM&M within the last 12 months and whose name and contact information are available on the Walking For Health database as a result of that person filling in a Walking for Health Walker Registration Form"
- b. **RM&M** is open to any person aged 18 or over. Vulnerable adults will need to be accompanied by a named responsible adult who may, if necessary, fill in a Walker Registration Form on their behalf.
- c. Members will, at the AGM, elect from among themselves a Chair, Secretary, Treasurer, and other management committee members as defined in section 6c

## 5. Equal Opportunities

**RM&M**

- a. does not discriminate between different groups of people in its operations and aims
- b. will promote equality of opportunity

- c. will seek to eliminate unlawful discrimination
- d. will encourage good relations between people of different groups irrespective of race, religion, gender, age or disability etc.

## 6. The Management Committee

- a. shall have the remit to manage and administer **RM&M** in accordance with this constitution and associated policies
- b. shall meet at least four times a year with a minimum of 14 days' notice
- c. will have Chair, Secretary, Treasurer, other officers and general committee members as deemed necessary . They will number between six and ten, serve for one year and be eligible for re-election.
- d. shall have a quorum of no fewer than four attendees at a meeting
- e. ensure meetings are minuted
- f. will ensure that the Secretary maintains a list of current contact details of all **RM&M** walk leaders.
- g. may co-opt persons having specialist knowledge or experience for such a period as is felt necessary – such persons will have no voting rights
- h. will agree decisions, where necessary, by a majority vote of those present. In the case of equality the Chair will have a second and deciding vote
- i. shall keep the membership informed of its business and associated matters
- j. shall organise an Annual General Meeting (AGM) and advise members of the details of the AGM and other such general meetings and encourage their attendance
- k. may request the resignation from office of any **RM&M** Management Committee member who, without satisfactory explanation, is absent for three consecutive meetings
- l. shall, in the event of a member resigning or otherwise vacating their office, be able to co-opt a replacement from the **RM&M** membership
- m. in the event of (i) any walk leader or leaders finding it necessary to ban a member from joining their led walks or (ii) a member bringing **RM&M** into disrepute in any other way, may terminate the membership of that member, provided that the said member (and/or their representative) shall have the right to be heard by the **RM&M** Management Committee before a decision is made

## 7. General Meetings

- a. General Meetings will be called with a minimum of 14 days' notice, communicated in writing or by email to every member's last known address
- b. The AGM must be held within 15 months of the previous AGM.
- c. Extraordinary General Meetings (EGM) may be called by the Management Committee when they consider it necessary. EGMs may also be requested by members. The request must be in writing to the **RM&M** Management Committee stating the reason for the meeting and be signed by at least ten members. In either case, no business other than that specified in the request shall be discussed at the meeting
- d. If voting is required, this will be by show of hands. In the event of a tied vote, the matter shall be returned to the Management Committee for further consideration and attention at a future general meeting
- e. General Meetings may be attended by any member
- f. General meetings will be minuted

## 9. Finance

- a. Funding will only be applied for and spent to achieve the aims of **RM&M**

- b.** **RM&M's** funds will be held in an account in the name of **Rushcliffe Move and Mingle** and managed by the Treasurer
- c.** Signatories to the account will be the Treasurer and up to three other designated members who shall not be related or live at the same address. Cheques will be signed by two signatories
- d.** All payments must be authorised at a meeting of the Management Committee
- e.** The Treasurer will provide a record of accounts at each meeting of the Management Committee or, upon request, given seven days' notice
- f.** The Treasurer will prepare and present annual accounts to the Management Committee for adoption
- g.** The annual accounts will be independently examined (or audited as appropriate) by someone independent of **RM&M** who has suitable competence before presentation to the AGM

#### **10. Amendments to the Constitution**

- a.** may be made at the AGM or an EGM
- b.** must be circulated to all members with the notice calling the meeting
- c.** may only be made if approved by two thirds of those members present

#### **11. Dissolution**

- a.** the dissolution of **RM&M** may be made at a General Meeting by the adoption of a proposal to dissolve **RM&M** by two third of those members present.
- b.** the proposal must be circulated to all members with the notice calling the Meeting
- c.** On dissolution, all remaining assets that are held by or on behalf of **RM&M**, shall, after the settlement of any proper debts and liabilities, be given to a group or organisation with similar aims.

This document was approved unanimously at the AGM held on 24th April 2019