

Ivel Valley Walkers – Constitution (2023)

THE RAMBLERS (Ivel Valley Walkers GROUP)

1. **NAME AND DEFINITION.** The Ramblers is the trading name of the Ramblers Association, Great Britain's leading walking charity. The Ivel Valley Walkers Group is part of the Ramblers' Association (a registered charity number 1093577 and a company limited by guarantee registered in England & Wales number 4458492), being a Local Group as defined in the Association's Articles of Association.

The name of the organisation shall be The Ramblers' Association, **Ivel Valley Walkers Group**", and it shall be within the Association's **Bedfordshire** Area.

The above bodies are hereafter referred to as "the Association", "the Group", and "the Area".

2. **OBJECTS.** The objects of the Group are to further within its territory specified in the succeeding clause the objects of the Association in such ways as the Area governing body may from time to time decide and subject to the overriding control National Council of the Association
3. **TERRITORY.** The Group shall function in **East Bedfordshire** or such other territory as may be agreed with the governing body of the Area from time to time.
4. **MEMBERSHIP.** Membership of the Group shall only be open to members of the Association. Participation in the normal group activities of rambling and footpath work shall be a free entitlement of the Ramblers' Association membership and no subscription shall be levied by the group upon its members in respect of these activities.
5. **RELATIONS WITH THE AREA AND THE ASSOCIATION** The Group shall act in agreement with the Area governing body and the Executive of the Association, as laid down the RA's Articles of Association.
6. **MANAGEMENT**
 - a. Subject to the directions of any Group Annual or Special General Meeting as to the exercise of its powers, the management and control of the Group shall be vested in a Committee which shall consist of the Honorary Officers and as many members of the Group as the Annual Meeting shall from time to time decide, subject to a minimum overall membership of four. All members shall retire annually but shall be eligible for re-election.
 - b. The Honorary Officers of the group shall be a Chair, a Vice Chair, a Treasurer, a General Secretary, a Programme Secretary, a Membership Secretary, a Footpath Secretary and such other officers as the Group in General Meeting may determine.
 - c. The Chair should not normally hold that post for more than 5 consecutive years.
 - d. All Committee members shall retire at the Annual Meeting following their election but shall be eligible for re-election.
 - e. The Committee shall decide when and where it shall meet.
 - f. The Committee would normally meet four times per year.

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- g. Five members shall form a quorum.
 - h. The Committee shall have power to co-opt additional members.
 - i. Committee meetings are open to all members to attend.
 - j. The Committee shall have power to fill casual vacancies.
 - k. A special meeting of the Committee shall be called by the Secretary as soon as may be on the request of the Chairman or of not less than four members of the Committee.
7. **SUB-COMMITTEES.** The Committee shall have power to appoint sub-committees and to determine their powers and terms of reference.
8. **RESIGNATION OR RETIREMENT.** Any member of a Committee shall vacate his/her office if:
- a. He/she gives notice of his intention to resign and his/her resignation is accepted.
 - b. He/she fails to attend three consecutive meetings of the Committee as may be convened unless the failure to attend was due to some reason approved by the Committee.
9. **ANNUAL GENERAL MEETING.** The Committee shall convene an Annual General Meeting of the Group, of which not less than twenty eight days' notice shall be given in writing to each member of the Group, and which all members of the Group shall be entitled to attend, to:
- a. Receive the Annual Report of the Committee and the audited statement of the accounts for the previous financial year ending on 30th September.
 - b. Elect the Honorary Officers and Committee.
 - c. All nomination for the committee shall be signed by the nominee, and a proposer and seconder, all of whom must be members of the group. All nominations must be submitted to the secretary no less than 14 days before the date of the AGM. The Chairman, at his discretion, may accept later nominations only to the extent that sufficient nominations to fill each position have not been received by the due date.
 - d. Appoint an independent examiner.
 - e. Discuss and consider motions, notice of which shall have been given in writing to the Secretary at least 14 days before the date of the AGM.
 - f. Vote on any proposals to amend this constitution that the Committee has put forward.
 - g. Appoint representatives to the governing body of the Area.
10. **SPECIAL GENERAL MEETING.** The Chairman or the Secretary may at any time, and shall within 21 days of receiving a request to do so, signed by a minimum of twenty members of the Group, and giving reasons for the request, call a Special General Meeting, of which fourteen days' notice shall be given. The notice of the meeting shall contain notice of the matters to be discussed and the terms of any motions which it is intended to move.

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11. FINANCE.

- (i) The Honorary Treasurer shall keep proper financial records and keep the committee informed as to the position. If required by the Area, he/she shall be responsible for the preparation of the annual budget for the Group and its submission to the Area Treasurer for approval. He/she shall also be responsible for the preparation annually of Group income and expenditure accounts for the preceding Association financial year, a balance sheet showing the assets and liabilities at the end of that year, and for their submission to the Group's independent examiner.
- (ii) All accounts in the name of the Group shall be opened at such Bank as the Board of Trustees may approve. All monies received shall be paid into the Bank and all payments, other than petty cash payments, shall be made by cheque or appropriate form of electronic transmission subject to appropriate controls. Bank transfer payments shall be approved by the Honorary Treasurer and/or other officers as decided by the Group Committee – normally the Chair and Vice Chair.
- (iii) The independent examiner's report shall be addressed to the members of the Group and to the Area Treasurer.
- (iv) The Group should have a reserves policy which should be reviewed annually.

12. **DISSOLUTION.** If, in the event of the dissolution of the Group, confirmed by a majority of those present and voting at a General Meeting of the Group, there remains after the satisfaction of its debts and liabilities any property whatever, it shall be transferred to the Area.

13. ALTERATIONS TO THE CONSTITUTION.

- a. This Constitution may be amended at any General Meeting, in accordance with the approval of a two-thirds majority of members present and voting.
- b. Any proposal for such alteration must be delivered in writing to the Secretary of the Group not less than twenty-eight days before the meeting of the Group at which it is to be discussed giving the terms of the proposed alteration.
- c. Any proposal to be brought to a meeting should be circulated to members of the Group not less than fourteen days before the meeting.