



# Gatley Carrs Conservation Group

## Constitution and Rules

No	Description
1	The association shall be called the Gatley Carrs Conservation Group
2	<p><b>OBJECTIVES:</b> The Group is a volunteer organisation with the aim to promote and encourage the conservation, use and enhancement of the area known as Gatley Carrs Local Nature Reserve which is owned by Stockport Metropolitan Borough Council.</p> <p>Members support the Carrs by payment of their membership subscription which helps fund the day to day management of the reserve and the duck/bird feeding programme. Members, if they wish, can also assist in task days arranged by the Conservation Group to help manage the routine maintenance on the reserve.</p> <p>As an open space Gatley Carrs does not have a postcode but it is bounded by Green Close, Green Walk, Brookside Road, Carlton Drive, Thornton Gate, Lorna Grove (all in Gatley, Cheshire), the Network Rail Altrincham to Stockport railway line and Junction 1 of the M56 Motorway - See Figure 1.</p>
3	<p><b>OPERATIONAL MANAGEMENT:</b> General management and the affairs of the Group, except as otherwise provided in these rules, shall be deputed to the Committee.</p>
4	<p><b>GOVERNANCE:</b> The Committee shall consist of Chairperson, Secretary, Treasurer and a minimum of 4 to a maximum of 6 other Officers. The committee shall meet on an ad-hoc as needs basis. Four committee members shall be needed to form a quorum at a committee meeting. A simple majority vote shall be needed for the acceptance of a committee decision with the Chairperson retaining their vote to be used in the event of a tied decision.</p> <p>All committee roles shall be elected at the Annual General Meeting and shall retire at the following Annual General Meeting but they shall be eligible for re-election. In the event of any vacancy occurring, the Committee shall have the power to co-opt to fill the vacancy until the next Annual General Meeting.</p> <p>In support of the Committee, one or more auditors shall be elected at the Annual General Meeting.</p>
5	<p><b>ANNUAL GENERAL MEETING (AGM):</b> The Annual General Meeting shall</p>

	<p>be held in March each year on a date selected by the Committee with at least 21 days' notice being given either in writing or electronically to each member where possible.</p> <p>Resolutions and Amendments must be received by the Secretary at least 14 days prior to the meeting for inclusion in the agenda which shall be issued to all members at least 5 days prior to the meeting. Voting rights are as described in the Membership section.</p>
6	<p><b>EXTRAORDINARY GENERAL MEETING (EGM):</b> An Extraordinary General Meeting may be held whenever the Committee think it expedient on giving 14 days' notice or whenever six Full Adult Members so request, providing they give 21 days' notice of such request to the Secretary in writing. The object of the request must be stated and no other business shall be considered at the meeting.</p> <p>A minimum of 20% of members shall be needed to represent a quorum at such meetings. All motions need a two thirds majority of the total votes cast to be passed. A motion defeated at either an Annual General Meeting or Extraordinary General Meeting cannot be resubmitted for at least twelve months from the relevant meeting.</p>
7	<p><b>ORDINARY GENERAL MEETINGS:</b> Ordinary General Meetings shall be held quarterly and are open to members, prospective members and guests of the committee only.</p>
8	<p><b>MEMBERSHIP:</b> Membership of the Group shall be open to any person on receipt of their subscription fee. Contact details shall be recorded in the membership records.</p> <p>There shall be no discrimination on the basis of gender, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.</p> <p>The categories of membership are:</p> <ul style="list-style-type: none"> <li>• Single Membership</li> <li>• Family Membership</li> </ul> <p>Each membership (both Single and Family) have the right to a single vote at the AGM/EGM.</p>
9	<p><b>SUBSCRIPTIONS AND EXPENDITURE:</b> The annual subscription shall be determined by the Committee prior to the Annual General Meeting and shall be notified to all current members in the notice convening the meeting. Subscriptions shall be due annually on the anniversary of each members joining date.</p> <p>The Treasurer shall be responsible for the collection of all money and shall at each Ordinary General Meeting render a statement of monies received in and paid out since the last meeting. The Treasurer shall also prepare a balance sheet, duly audited, at the Annual General Meeting.</p>

	<p>All monies raised and received shall be used in the furtherance of the Group's aims and objectives. Individuals shall not benefit financially from being a member. Committee members and Officers will not be liable if the Group folds.</p> <p>All cheques used against the Groups' accounts are to be signed off by two of three of the authorised members.</p> <p>Payments of any expenses incurred by members are to be agreed by the Chairman and Treasurer.</p>
10	<p><b>CESSATION OF MEMBERSHIP.</b> Members shall cease to be members by non-payment of their subscriptions for the current year and their details shall be removed from the membership records.</p>
11	<p><b>DECISIONS AND FINAL WORD:</b> All questions for a decision at any general meeting shall be determined by a show of hands. The Committee shall have the power to deal with any matters not covered by these rules and to give decisions on the interpretation of the foregoing rules.</p>
12	<p><b>CODE OF CONDUCT:</b> As Gatley Carrs is a public open space it is expected that all persons using Gatley Carrs do so at their own risk and behave in a responsible manner showing respect for other users.</p>
13	<p><b>CHILD AND VULNERABLE ADULT PROTECTION POLICY:</b> The Group is committed to promoting a safe environment in which children and vulnerable adults can enjoy assisting with the Group's activities. Children and vulnerable adults must be supervised at all times and remain the responsibility of the parent/guardian/carer.</p> <p>Any public events organised by the Group are risk assessed individually and approved by Stockport Metropolitan Borough Council.</p>
14	<p><b>COMPLAINTS:</b> Any members who have complaints about the management of the Group must submit them in writing to the Secretary who shall pass them on to the Committee for consideration.</p>
15	<p><b>INDEMNITY:</b> None of the Committee members, nor any individual members of the Group, shall be under any personal liability in respect of any debts of the Group and every such officer or member of the Group shall be indemnified by the Group against same and it shall be the duty of the Committee, out of the funds of the Group but limited to the cash reserves held by the Group, to pay all costs, expenses and losses which any officer or member of the Group may incur or become liable for, by reason of any contract entered into or act done by them as such officer or member of the Group in any way in discharge of their duties.</p> <p>Members and visitors to Gatley Carrs shall take responsibility for the security and safety of their personal belongings and property. The Group</p>

	shall not be liable for any personal belongings or property or be liable for any claim or expense resulting from loss or damage.
16	<b>DISSOLUTION:</b> In the event of the dissolution of the Group, any assets will be used to settle outstanding debts. Remaining assets shall not revert to members of the Group but shall be transferred to a charitable institution whose aims and objectives are similar to those of this Group. The relevant institution to receive these assets would be decided at the meeting convening the dissolution.
17	<b>ALTERATION OF RULES.</b> No new rules shall be made, nor shall any of the rules herein contained be amended, altered or rescinded except by members either at the Annual General Meeting or an Extraordinary General Meeting.

**Figure 1 - Map of Gatley Carrs Local Nature Reserve**

