

Friends of the Strand Pool

CONSTITUTION

1. Name

The name of the group shall be "Friends of the Strand Pool" (FOSP)

2. Aims

The aims of FOSP will be:

To bring together users, enthusiasts and other parties that have an interest in the open air swimming pool and environs known as the Strand Pool or Lido, situated at Pier Approach, Gillingham, Kent ME7 1TT

To foster understanding and a positive relationship with the pool operator, Medway Council, to ensure the long term future success of the facility to the benefit of the diverse local community

To promote recreational activities at the Pool in a legal, safe and secure environment for all users

To promote the maintenance and further development of the Strand Pool as a community facility for open-air swimming, health, fitness, social, cultural and creative activities

To encourage and support users and others in putting forward new ideas, suggesting activities and identifying fund-raising opportunities

3. Membership

Membership is open to anyone who:

Supports the aims of the Friends of the Strand Pool

Membership will begin as soon as membership information and first annual payment has been received

There will be an annual membership fee which will be agreed at the Annual General Meeting (AGM) and will be payable by all members

A list of all members will be kept by the membership secretary

Ceasing to be a member:

Members may resign at any time in writing to the secretary

Any member who has not paid their membership fee for one year will be contacted by the committee, who will then decide whether that member is deemed to have resigned

Offensive behaviour, including racist, sexist or inflammatory remarks, will not be permitted. Anyone behaving in an offensive way or breaking the equal opportunities policy may be asked not to attend further meetings or to resign from the group. The individual concerned shall have the right to be heard by the management committee, accompanied by a friend, before a final decision is made

4. Equal Opportunities

Friends of the Strand Pool will not discriminate on the grounds of gender, race, colour, ethnic or national origin, sexuality, disability, religious or political belief, marital status or age

5. Officers and committee

The business of the group will be carried out by a Committee elected at the Annual General Meeting. The Committee will meet as necessary, not less than four times a year

The Committee will consist of up to 12 members, and be composed of up to 5 officers and up to 7 committee members. Further additional members may be co-opted onto the committee at the discretion of the committee

The officers' roles are as follows:

Chair, who shall chair both general and committee meetings

Vice-Chair, who shall chair meetings in the absence of the Chair, and cover the responsibilities of the Secretary and Membership Secretary, as required

Secretary, who shall be responsible for the taking of minutes and the distribution of all papers

Membership secretary, who shall be responsible for keeping records of members

Treasurer, who shall be responsible for maintaining accounts

In the event of an officer standing down during the year a replacement will be elected by the next General Meeting of members

Any committee member not attending a meeting without apology for three months will be contacted by the committee and asked if they wish to resign

The Committee meetings will be open to any member of Friends of the Strand Pool wishing to attend, who may speak but not vote

The Committee may set up working groups for specific tasks as required, to have the active involvement of at least one Committee member, who shall report to Committee

No elected member of the committee may have or acquire any interest in any property belonging to the Strand Pool or receive remuneration or have an interest (other than as a member of the committee) in any contract entered into by the committee

A member of the committee may charge for their professional services if engaged by the other members of the committee to act in a professional capacity on behalf of the FOSP, provided that at no time shall a majority of members of the committee benefit under this provision. Any such member shall withdraw from any meeting at which his or her own instruction or remuneration, or that of his or her firm, is under discussion

6. Meetings

6.1. Annual General Meetings

An Annual General Meeting (AGM) will be held within fifteen months of the previous AGM.

All members will be notified in writing at least 3 weeks before the date of the meeting, giving the venue, date and time

Nominations for the committee may be made to the Secretary before the meeting, or at the meeting

The quorum for the AGM will be 10% of the membership or 15 members, whichever is the greater number

At the AGM:-

The Committee will present a report of the work of Friends of the Strand Pool over the previous year

The Committee will present the accounts of Friends of the Strand Pool for the previous year

The officers and Committee for the next year will be elected

Any proposals given to the Secretary at least 7 days in advance of the meeting will be discussed

6.2 Special General Meetings

The Secretary will call a Special General Meeting at the request of the majority of the committee or at least 10 other members giving a written request to the Chair or Secretary stating the reason for their request

The meeting will take place within twenty-one days of the request. All members will be given two weeks' notice of such a meeting, giving the venue, date, time and agenda, and notice may be by telephone, email or post

The quorum for the Special General Meeting will be 10% of the membership or 15 members, whichever is the greater number

6.3 General Meetings

General Meetings are open to all members and will be held at least once every 3 months or more often if necessary. At least one meeting per year will be open to the public

All members will be given two weeks' notice of such a meeting, giving the venue, date, time and agenda, and notice may be by telephone, email or post

The quorum for a General Meeting shall be 10% of the membership or 15 members, whichever is the greater number

General meetings must provide, at least once a year, the opportunity for all members to feedback comments about the Strand Pool and their experiences, discuss any issues of concern and to identify ways in which the Pool can better meet the needs of the community and users

7. Rules of Procedure for meetings

All questions that arise at any meeting will be discussed openly and the meeting will seek to find general agreement that everyone present can agree to

If a consensus cannot be reached a vote will be taken and a decision will be made by a simple majority of members present. If the number of votes cast on each side are equal, the chair of the meeting shall have an additional casting vote

Minutes will be kept of the proceedings of the committee and any reports made to the committee shall be recorded as an addenda to the minutes

8. Finances

An account will be maintained on behalf of the FOSP at a bank agreed by the committee. Three cheque signatories will be nominated by the Committee (one to be the Treasurer)

Any two of these must sign every cheque. The signatories must not be related nor members of the same household

Payments made by internet banking are to be prior authorized in writing by any two of the cheque signatories, as defined above

Records of income and expenditure will be maintained by the Treasurer and a financial statement given to each meeting

All money raised by or on behalf of the Friends of the Strand Pool is only to be used to further the aims of the group, as specified in item 2 of this constitution

9. Amendments to the Constitution

Amendments to the constitution may only be made at the Annual General Meeting or a Special General Meeting

Any proposal to amend the constitution must be given to the Secretary in writing. The proposal must then be circulated with the notice of meeting

Any proposal to amend the constitution will require a two thirds majority of those present and entitled to vote

10. Dissolution

If a meeting, by simple majority, decides that it is necessary to close down the group it may call a Special General Meeting to do so. The sole business of this meeting will be to dissolve the group

If it is agreed to dissolve the group all remaining money and other assets, once outstanding debts have been paid, will be donated to a local charitable organisation. The organisation to be agreed at the meeting which agrees the dissolution

This constitution was agreed at the Inaugural General Meeting of the Friends of the Strand Pool on:-

Date/...../.....

Name and position in group

Signed

Name and position in group

Signed