

North Town

C O M M U N I T Y
S U P P O R T G R O U P



Constitution

1. NAME:

1.1 The name of the organisation shall be North Town Community Support Group.

2. STATUS:

2.1 North Town Community Support Group is a voluntary community organisation. Its legal status is as an unincorporated community association. As such, no volunteer is entitled to any payment for services rendered but may be reimbursed any reasonable expenditure incurred in providing such services.

3. AIMS AND OBJECTS:

3.1 To support people in need in the ward of North Town, Taunton and surrounding local community in order to improve their quality of life. This neighbourhood support provision includes -but is not limited to - helping with shopping, collecting prescriptions, help with errands such as posting letters, befriending, transport and basic domestic/household assistance.

3.2 To develop a culture of mutual support and friendship within the local community through the encouragement of mutual aid initiatives at street level, the provision of support and provision of social activities.

3.3 To minimise poverty, isolation, exclusion and mental distress and boost wellbeing within the local community, through, the delivery of neighbourhood support, the sharing of skills and resources and other activities.

3.4 To build community resilience in the face of social, economic and environmental challenges through practical initiatives and community activities.

3.5 To co-operate and collaborate creatively with other voluntary bodies, charities and statutory bodies in furtherance of our objects.

4. MEMBERSHIP

4.1 Membership of the Group shall be open to:-

- residents of North Town aged 18 or over who take on a volunteer role within the Group*;
- residents of North Town and neighbouring wards who have received support from the Group*; and
- residents of North Town who otherwise actively support the aims of the Group.

(*note: these are not mutually exclusive categories)

4.2 There is no membership fee.

4.3 All members are entitled to one vote each in votes at general meetings and in the election of the Co-ordinating Team.

4.4 The Co-ordinating Team will establish a means of determining how membership is established and terminated. In any event, it holds the right to withdraw membership from any member who repeatedly fails to abide by the group's policies and does not make efforts to moderate their unacceptable behaviour.

5. EQUALITY

5.1 North Town Community Support Group respects the rights, dignity and worth of every person and will not discriminate on the grounds of gender, gender reassignment, race, colour, ethnic or national origin, sexuality, disability, religious or political belief, marital status or age.

6. CO-ORDINATING TEAM

6.1 The Group is run by a Co-ordinating Team (Co-ordinators) who take responsibility for the Group's affairs, share the traditional functions of Chair, Secretary and Treasurer and manage the day to day running of group and coordinate the work of

volunteers. The Founding Co-ordinators with responsibility for running the Group until the 2021 AGM are: Jenny Eastwell-Keogh, Caroline Ellis and Ann Shorthouse.

6.2 At the end of the first year of the Group's operation the Coordinating Team of a minimum of 3 and maximum of 8 members will be elected from amongst the Membership. In the course of a year the Team may co-opt 2 additional members who can then put themselves forward for election at the following AGM.

6.3 There shall be Designated Safeguarding Officer (elected from within the Coordinating Team) who will take lead responsibility for child and vulnerable adult protection issues.

6.4 The Co-ordinating Team may, by a two-thirds majority vote and for a good and proper reason, remove any Co-ordinating Team member, provided that the person has the right to be heard before a final decision is made.

7.MEETINGS

7.1 The Coordinating Team will liaise regularly through WhatsApp and may meet formally either in person or remotely through Zoom other other online apps as deemed necessary as least twice a year.

7.2 An Annual General Meeting shall be held each year, from 2021, in the month of April or May. The Quorum for the AGM will be 6 members.

7.3 The Coordinating Team will maintain ongoing communication and consultation with members through WhatsApp and other media.

7.4 Members will have the opportunity to meet and discuss the business and future planning for the Group at least twice a year apart from the AGM whether by Zoom or other online apps or through a physical meeting. Any physical meetings should be held in an accessible venue. Seven days notice will be given to members of such meetings and the agenda for them. Such meetings will be facilitated by a Co-ordinator or another nominated member.

7.5 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 (every Member to have one vote) and a decision will be made by a simple majority of members present. In the event of a tied vote the nominated Co-ordinator ('nominated' meaning the person previously

agreed by the Co-ordinating Team in case of such a scenario) will have the casting vote.

8. FINANCES

8.1 All funds received by the Group are applied to further the aims and objects of the Group.

8.2 The funds of the organisation shall be held in a bank account in the name of the organisation (currently a Starling Bank Account). There may also be provision for a small cash float to be held by one of the Coordinators to enable the payment of minor expenditure items.

8.3 The Co-ordinator who takes on the 'Treasurer' function is authorised to use internet banking.

8.4 The 'Treasurer' will

- maintain records of all Income and Expenditure and prepare quarterly management accounts showing income, expenditure and balance of funds held to inform decision making by the Coordinating Team.
- prepare an annual Income & Expenditure Statement at the end of the organisation's financial year (at 31st March annually or such other date as may be agreed), in time for this to be issued with the Notice of the Annual General Meeting.

9. CHANGES TO THE CONSTITUTION

9.1 This Constitution may only be altered by a two thirds majority vote of the members present at an Annual General Meeting or General Meeting for which the required notice under has been given.

9.2 Any such notice must clearly set out the proposed amendment/s to the Constitution.

10. WINDING UP

10.1 If a meeting, by a two thirds 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.

10.2 At this meeting the decision to wind up the Group must be confirmed by three quarters of those members present.

10.3 If it is agreed to dissolve the Group, all remaining money and other assets, will be donated to another group with similar objectives. The organisation will be agreed at the meeting which agrees the dissolution.

This is the constitution of the North Town Community Support Group which was adopted on 22 May 2020.