

POTTERIES OUTDOOR GROUP

CONSTITUTION

As of 03 August 2022

Updated 2 Dec 2022

1. Name

The name of the group shall be the **Potteries Outdoor Group** or **POG**.

2. Objectives

The objectives of the group shall be to encourage and promote:

- a. The healthy enjoyment of leisure and the open air, with particular reference to walking
- b. The appreciation and conservation of the environment and nature resources
- c. Social interaction and friendship

3. Membership

Membership of the group shall be open to all whose interests are in accordance with the objectives of the group.

The committee shall have the power to refuse, suspend or cancel any person's membership.

Prospective members may attend two events before being asked to join.

4. Subscriptions

The annual subscription shall be at a level fixed by the Annual General Meeting (AGM) or other General Meeting of the group and shall be payable from the 1st October in any year. Those not in paid employment shall pay half of the salaried members' rate.

New Members joining the group on or after the 1st of April shall pay half the annual subscription to cover the period to the year.

5. Management

- a. The group shall be managed by a committee consisting of the Chair, Vice Chair, Treasurer and Secretary and up to 4 other members, all of whom shall be elected at the AGM and shall serve until the next AGM.
- b. At least 50% of the current committee to be present to form a quorum at a committee meeting.
- c. Officials and Committee members shall act in an honorary capacity, but be entitled to be reimbursed all reasonable out of pocket expenses.
- d. Vacancies on the committee may be filled by the committee.

6. Group Events

General

All members of the group shall be entitled to take part in group activities and may bring non-members to social meetings.

Walking Events

Members and others taking part in Group Walking Events shall act in accordance with the group's Code of Conduct. Walks will be under the direction of the walk leader and no-one should leave the Party without first informing the leader.

7. Finances

General

The group shall be non-profit making. Any available funds are to be used for the promotion and social welfare of the members in accordance with the objectives of the group. This may include donations and subscriptions to charities and kindred organisations.

The committee shall direct and control all income and expenditure except for the disposal of surplus funds on dissolution.

Accounts

The financial year of the group shall be from the 1st October to 31st September.

Copies of the income and expenditure summary shall be presented to Members at the AGM.

Dissolution

In the event of the dissolution any surplus funds shall be distributed or used as directed by the members in a General Meeting, providing such direction is not to the contrary to the aims and objectives of the group.

8. Meetings

Annual General Meeting

The annual General Meeting shall normally be held in October each year and not later than November. At the AGM the Chair shall present a report on the year's activities and the Treasurer an income and expenditure account.

Any item which Members desire to be included in the Agenda shall notify the Secretary at least 1 week before the date of the meeting.

Notice of the AGM shall be notified to the members by means of its inclusion on the group's programme of events.

Quorum shall be 8 or 20% of the membership, whichever is the lower number.

Extra Ordinary General Meeting

An Extra Ordinary General Meeting (EGM) may be called at any time by the committee and shall be within 21 days from the receipt of a requisition signed by not less than 10 % of the Group Members.

The notice convening the meeting shall state that it is an EGM and specify the purpose for which it is being held.

Quorum as for AGM.

9. Constitution and Rules

Any addition or alteration to the Constitution and Code of Conduct shall be made only at the AGM or EGM of which proper notice has been given to member.

Any addition or alteration shall be effective only if approved by at least two thirds of the membership present and voting.

Signed

Name	Position	Date
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Signed

Name	Position	Date
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Signed

Name	Position	Date
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