



MILFORD-ON-SEA CONSERVATION VOLUNTEERS

CONSTITUTION

2017

MCV is a Not for Profit organisation

1. Name

The Group shall be called 'Milford on Sea Conservation Volunteers' hereinafter called 'MCV'.

2. Aims and Objectives

The aims and objectives of the Group shall be:

(a) to protect and enhance biodiversity and the natural environment of Milford-on-Sea and environs by undertaking practical conservation work in public open green spaces for the benefit of wildlife and the local community.

(b) to encourage a new generation of young conservationists and to assist all members of the community and visitors to understand and appreciate the ecology and traditional management techniques required to maintain local wildlife habitats in a sustainable manner and to create the opportunity to see wildlife.

(c) to record monitor and publish the wildlife records of the Milford-on-Sea parish and environs.

(d) to support other groups and associations with physical or financial assistance if in the opinion of the Management Committee such support would be consistent with the Aims and Objectives of the MCV.

(e) not to discriminate on the basis of age race sex disability sexuality or on the basis of political religious or other opinions.

3. Powers

***The MCV may raise and spend funds in a legal and proper manner for the purpose of furthering the Aims and Objectives set out in Clause 2(a) to (d) above.

4. Membership

(a) Membership shall be open to anyone who supports the Aims and Objectives of the MCV.

(b) Membership will commence when a valid application for membership has been accepted by the Management Committee.

(c) If an annual membership subscription has not been received from a member within twelve months from the due date his or her membership will cease.

5. Membership Subscriptions

(a) Annual membership subscriptions shall be determined and agreed annually by a majority vote of members attending the Annual General Meeting of the MCV.

(b) Annual membership fees shall fall due on the 1st January in each year and shall be payable to the Honorary Treasurer.

6. Officers and Management Committee

(a) The management of the MCV shall be vested in the Management Committee ('the Management Committee').

(b) The Management Committee shall comprise the Honorary Officers and individual Members elected at each Annual General Meeting.

(c) The Honorary Officers of the MCV shall be the Chairman the Vice Chairman the Secretary the Treasurer the Conservation Officer and the Membership Secretary.

(d) The election of all the Honorary Officers and other Members of the Management Committee shall take place at each Annual General Meeting of the MCV.

(e) Any Officer or Member not wishing to stand for re-election should advise the Honorary Secretary of this intention at least one calendar month before the date of the Annual General Meeting.

(f) In the event of any member of the Management Committee resigning or otherwise being unable to perform his or her duties as such member then his or her replacement on the Committee shall be appointed by the other members of the Management Committee at their sole discretion.

(g) Committee Members may be co-opted from time to time as required by the Management Committee.

7. Finance

(a) Each financial year of the MCV ends on the thirty first of December and an audited statement of accounts up to and including this date shall be presented at the Annual General Meeting of the MCV.

(b) The funds of the MCV shall be lodged at a Bank agreed by the Management Committee and all cheques drafts etc. drawn on these accounts shall be signed by any two of the following persons viz: the Chairman the Vice Chairman the Secretary the Treasurer and the Conservation Officer. Such persons shall be the 'authorised signatories' for the purpose of dealings with the bank.

***(c) Expenditure requests outside of the levels set at the Annual Budget Meeting must be placed before the Management Committee and be agreed by a simple majority prior to expenditure.

8. Dissolution

(a) If the Management Committee by simple majority decides that it is necessary to close down the MCV it must call an Extraordinary General Meeting to do so. The sole business of this Extraordinary General Meeting will be to dissolve the MCV. At least twenty-one days' notice of such Extraordinary Meeting will be given to the full membership. Approval by at least two-thirds of those present and entitled to vote at this Extraordinary General Meeting shall be required to carry out the dissolution resolution.

(b) In the event of the MCV ceasing to exist any assets at the time of dissolution after the discharge of all liabilities shall be donated by the Management Committee to another local group having similar aims and objectives or to a local suitable charitable organisation of their choice and at their sole discretion.

9. Annual General Meetings

(a) Each Annual General Meeting of the MCV shall be held during the month of March when the Annual Report given by the Chairman and the audited statement of accounts made up to the preceding year end shall be presented. The quorum for the Meeting will be twenty members.

(b) Any resolution for the Agenda involving proposed changes to the Constitution must be received by the Honorary Secretary at least 21 days prior to the date of the Annual General Meeting. Such resolution can only be accepted by the Secretary from those entitled to vote at the Annual General Meeting.

(c) Nominations for the Honorary Officers and other Members of the Management Committee must be received by the Secretary at least 21 days before the date of the Annual General Meeting. If the Chairman of the Annual General Meeting shall deem it necessary then such Nominations may also be made at the Annual General Meeting.

(d) At least 14 days preliminary notice of the date of the Annual General Meeting specifying the date place and time together with any proposed amendments to the Constitution and nominations of the Honorary Officers and other members of the Management Committee shall be given to all members by the Honorary Secretary.

(e) Nominations can only be accepted from persons eligible to vote at the Annual General Meeting.

(f) Approval by at least two-thirds of those present and entitled to vote shall be required to carry any resolution in respect of the Constitution of the MCV and any changes thereto. Other resolutions shall be decided by simple majority and in the event of a tie the Chairman of the meeting shall have a second or casting vote.

10. Management Committee Meetings

(a) ***Management Committee Meetings will be held when required throughout the year at the discretion of the Honorary Officers and will include a budget meeting within the three months preceding the start of each Financial Year. **** The quorum required for a meeting will be four or at least fifty percent of the number of committee members whichever is the larger.

(b) In the event of any question or matter arising which is not provided for in the Constitution such question or matter shall be dealt with by the Management Committee whose decision shall be final.

(c) Any proposal must have a proposer and a seconder before a vote is taken.

**Amended and approved by the Members at the AGM held on 30th March 2012*

***Further amended and approved by the Members at the AGM held on 8th March 2013*

****Further amended and approved by the Members at the AGM held on 18th March, 2016*

***** Further amended and approved by the Members at the AGM held on 31st March 2017*