

# FRIENDS OF COOMBE WOOD



Chairman: T.Russell  
Treasurer: T.Isherwood

Secretary: B. Hayes,  
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## CONSTITUTION & RULES (amended 2012)

Items in **bright red** are proposed for deletion. Items in **dark red** are proposed for amendment.

1. The name of the organisation shall be known as 'Friends of Coombe Wood'.
2. Membership of the organisation shall automatically entail acceptance of these rules and payment of the appropriate subscription.
3. The objectives of the organisation are:
  1. Respect all established legal entitlement to the woods whether owned privately or by the Borough Council.
  2. Encourage owners of the woods to maintain their property in the interests of the wildlife, forestry and vegetation from which the woods have historically developed.
  3. To protect the woods where ownership has not been traced in accordance with objective 2 but with minimum human intervention.
  4. To maintain a record of the woods and its contents (boundaries, ownership, vegetation, forestry and wildlife).
  5. Subject to objective 2 retain for the public free access and enjoyment of the woods subject to the protection of its natural assets/resources.
  6. Seek support or recognition of these objectives through the Borough Council and/or National Organisations with similar interests.
  7. Support any challenge to any claim made on the woods either directly or indirectly which could be detrimental to these objectives.
  8. **All supportive activities to be endorsed by the appropriate professional organisations.**
4. The income and property of the organisation shall be applied solely for its objectives.
5. The committee shall consist of the Chairman, Secretary, Treasurer and a maximum of four additional members (the trustees). Changes shall be recorded in the committee meeting minutes and retained by the Secretary.
6. The organisation year shall run from the 1<sup>st</sup> November to the 31<sup>st</sup> October.

7. The committee appointment is expected to be for a two-year period and new selections to be made at an AGM.
8. The committee may co-opt other members to assist in the activities of the committee.
9. An AGM shall be held no later than one month after the end of the year with all members being given a two-week notice period with an agenda being issued. The Treasurer will provide a financial report. The Chairman will provide a progress report.
10. Membership requests for an EGM must be supported in writing with at least six members and submitted to the Chairman or Secretary.
11. Only full members may vote at any meeting. The Chairman shall only vote when a casting vote is requested. A majority vote will carry any motion or discussion.
12. Associated members may attend meetings and receive circulated material, as full members, but will not be permitted to take part in any votes. A reduced membership fee will be applicable.
13. Both full and associated membership fees will be agreed at an AGM or EGM.
14. Postal votes from absent members will not be accepted but written submissions will be brought to the attention of any meeting by the Chairman or Secretary.
15. Occasional meetings of the membership will be arranged as required by the membership for operational reasons, exchange of information and expression of views. A membership meeting cannot set out any directive that undermines the organisation's objectives.
16. The committee reserves the right to review the membership of any member who is perceived to be working against the stated objectives above. Membership will be suspended immediately with an opportunity for the party to present their case to the committee. In the event the committee recommends withdrawing membership then ratification will be requested by the membership as a whole.
17. The organisation shall not be responsible for any injury, lost or damaged property incurred during any event or action arranged.
18. The funds of the organisation shall be invested in Barclays Bank, Ltd. and cheques drawn on the accounts shall be signed by any two committee members.
19. In the event of dissolution of the organisation and upon payment of any creditors, the organisation will distribute any assets and surplus monies from general funds between other charitable causes with similar objectives to those set out in section 3 and any unspent restricted funds to be returned to the benefactor.
20. Amendment to these rules may be made at an AGM or EGM.