



Sustainable Warminster Group Constitution

1. Aims

Sustainable Warminster is a non-profit, non-political voluntary group of local people in Warminster, Wiltshire. Members aim to develop a greener, cleaner and more sustainable town for the future. We work together with other local organisations and with local government to prevent damage to the local environment. We aim to improve the environment through positive practical action, demonstration, discussion and debate.

The group aims to find ways in which to raise awareness of environmental issues and to encourage behaviour in ways which reduce waste and pollution, reduce energy consumption, increase recycling and reuse, enhance biodiversity and mitigate the impact of climate change.

The group aims to strengthen community spirit by being inclusive, sociable, imaginative, educational and fun.

2. Members

Any local people who support the aims of the group and participate in its activities can become members. Membership application forms are available on the website or at meetings or events.

3. Conduct, Equality and Diversity

Members are asked to respond to others' views respectfully and use appropriate language. All members should feel equally welcome and included at meetings and events. Sexist, racist, or otherwise discriminatory, offensive, threatening or inflammatory remarks and behaviour are not acceptable.

4. Running of the Group

The group is unincorporated. A minimum of four officers manage the group. They are appointed at an AGM, by a vote of members present. They include a Chair, a Secretary, a Treasurer and a Press Officer.

Members communicate through participation in practical activities, attending meetings, through the Sustainable Warminster facebook page, by email or telephone.

The group will comply with all relevant legislation, such as GDPR (EU General Data Protection Regulation) Data will be kept secure, and not shared with outside parties.

5. Meetings

5.1. Annual General Meeting

- i. The AGM must be held every year, with 14 days' notice given to all members telling them what is on the agenda. Minutes must be kept of the AGM.
- ii. The Chair will draw up an agenda, encourage and involve all members and ensure clear decisions and action.
- iii. There must be at least 10 members present at the AGM.
- iv. Every member has one vote.
- v. The officers shall present the annual report and accounts.
- vi. Any member may stand for election as an officer.
- vii. Members shall elect officers to serve for the next year. They will retire at the next AGM but may stand for re-election.

5.2. Officer Meetings

- i. Officers must hold at least 3 meetings each year. Officers may act by majority decision.
- ii. At least 4 officers must be present at the meeting to be able to take decisions. Minutes shall be kept for every meeting.

5.3. General Meetings

- i. These will be open to all members and interested parties, and will be held approximately once a month.
- ii. A quorum for decision-making at meetings will be six people.
- iii. The Secretary will circulate an agenda in advance, and take minutes at meetings and keep members informed of group activities.
- iv. The Treasurer will keep financial records of the group and keep the members informed of the financial situation.
- v. If needed, additional officers may be appointed at these general meetings, by majority vote.

6. Dissolution

- i. Income or property will not be distributed to members of the group during its lifetime.
- ii. Should the group be dissolved any remaining funds or property will be donated to a local charity or not-for-profit voluntary group for the benefit of the young people of Warminster, and not to any group members.

This constitution was adopted on 30th Aug 22 (date)

Signed A. A. Rich

Officer position Co-chair

Signed M. Detmers

Officer position Secretary

Signed P. Gafford

Officer position Treasurer

Signed Clare Powell

Officer position Press officer