



Friends of Broomfield Park

CONSTITUTION (“Rules”)

1) Name

The association shall be called The Friends of Broomfield Park (*“the Friends”*).

2) Objectives

The objectives of the Friends are to:

- 2.1 preserve and improve Broomfield Park, Palmers Green, London N13 (the *“Park”*) for the benefit of present and future generations:
- 2.2 work in partnership with the London Borough of Enfield (*“Council”*) in a spirit of co-operation in accordance with the Annual Agreement (the *“Agreement”*) between the Friends and the Council (attached as an Appendix to this Constitution) with a view to:
 - 2.2.1 improving the Park to meet the needs of users;
 - 2.2.2 determining the future development of the Park; and
 - 2.2.3 considering the Park’s impact on its local environment and visa versa.

3) Membership

- 3.1 Membership of the Friends is open to anyone with an interest in the Park. This shall include any club, local business, association or other group with an interest in the Park.
- 3.2 *Membership is currently free but the Committee can fix a subscription rate if circumstances arise where it is required. The amount set must be agreed by a majority vote at the following Annual General Meeting.*

4) **Officers**

The officers of the Friends (*"Officers"*) shall be the chairman or chairwoman (*"Chair"*), Secretary, Assistant Secretary and Treasurer, as elected in General Meeting. The Friends shall have power to appoint such other officers as they may determine in General Meeting.

5) **The Committee**

- 5.1 The Friends shall be managed by a Committee comprising the Officers and not less than four nor (subject to Rule 6.2 below) more than eight other Members elected at the Annual General Meeting.
- 5.2 The Committee shall meet not less than four times in any year and all members of the Committee shall receive not less than fourteen days' notice in writing (which may include e-mail) of all meetings. Five members of the Committee shall form a quorum.
- 5.3 All decisions of the Committee shall be by a simple majority vote, with each member of the Committee present at the relevant meeting having (subject to Rule 6.2 below) one vote; in the case of an equality of votes the Chair (or his or her deputy appointed to chair at the meeting) shall have a second and casting vote.
- 5.4 *Committee members shall serve in their own, personal, right and shall not represent any outside interest such as a business, religion, special interest group and so on*
- 5.5 Save for the reimbursement of out of pocket expenses, no member of the Committee shall receive remuneration from the Friends' funds.

6) **Powers of the Committee**

The Committee shall have the power to:

- 6.1 fill any vacancy among the Officers or elected members of the Committee occurring during the year.
- 6.2 co-opt additional Members to the Committee at its discretion; such additional Members shall only be allowed to vote at discretion of the Committee.
- 6.3 manage the affairs of the Friends, having regard to the Agreement, these Rules and any resolutions passed in General Meeting.
- 6.4 delegate authority to individual Officers or to other members of the Committee.
- 6.5 form or authorize the formation of sub-committees and working groups, and determine their remit and powers.

- 6.6 elect Members in accordance with Rule 3, and maintain a list of Members.
- 6.7 retain all sums of money received by the Friends, and hold them as the property of the Friends. The funds of the Friends shall be banked and all cheques drawn upon the account of the Friends shall be signed by the Treasurer (or by such other Officer or Officers as the Committee shall from time to time appoint for this purpose), who shall have power to pay the out of pocket expenses of all Officers, the general expenses of the Friends and any other expenses or fees authorized by the Committee as consistent with pursuing the objectives set out in Rule 2.
- 6.8 act on any matter on which these Rules are silent.

7) Annual General Meeting

- 7.1 The Annual General Meeting of the Friends shall be held in the month of *October*, not less than fourteen days' notice in writing (which may include e-mail) being given to all Members of the business to be transacted.
- 7.2 The meeting shall receive the report of the Committee on the work of the preceding year and the audited statement of accounts. It shall elect the officers and others required under Rule 5 and the Honorary Auditor for the following year. And transact any other business properly brought before it.
- 7.3 Nominations for the Committee must be received by the Secretary in writing, duly proposed and seconded and endorsed with the consent of the nominee. If a member wishes to include an item on the agenda appropriate details shall be sent to the Secretary by *1st September*.

8) Extraordinary General Meeting

The Secretary shall convene an Extraordinary General Meeting at any time by order of the Committee (and especially if the Friends are asked by the Council to consider any major strategic issues affecting the Park) or upon receipt of a requisition signed by not less than twelve members. Not less than fourteen days' notice in writing (which may include e-mail) of all Extraordinary General Meetings and of all resolutions and business to be discussed thereat shall be given to all Members. No other business shall be transacted.

9) Attendance and Voting

- 9.1 Fifteen members shall form a quorum at any General Meeting.
- 9.2 All Members shall be entitled to attend and speak at General Meetings and shall be entitled to vote. Subject to Rule 10, any question shall be decided by a simple majority of those present with a right to vote and voting. In the case of an equality of votes the Chair (or his or her deputy appointed to chair the meeting) shall have a second and casting vote.

10) Alteration of Rules

These Rules may only be amended and other Rules made at a General Meeting by the vote of two thirds of those present with a right to vote and voting. Written notice of any proposed amendment or addition to the Rules (other than those proposed by the Committee) shall be sent to the Secretary not later than twenty eight days prior to the date of the meeting, and details of all proposed amendments or additions to the Rules shall be given in the notice convening the General Meeting.

11) Public Meetings

In addition to the General Meetings referred to in Rules 7 to 10 the Committee shall convene and publicise at least three public meetings each year to discuss the Park and progress in pursuing the objectives set out in Rule 2; representatives of the council and the Metropolitan Police shall also be invited to attend and participate at all such meetings.

12) Equality and Diversity

The Friends of Broomfield Park is committed to treating all people equally and with respect irrespective of their age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation. We aim to design our activities, services and decision-making processes specifically to encourage and support collective participation from everyone in a safe and welcoming atmosphere.

13) Winding Up

If upon the winding up or dissolution of the Friends there remain after satisfaction of all debts and liabilities any monies whatsoever, those monies shall be given or transferred to some charitable institution or institutions having aims and objectives similar to those of the Friends, and in so far as effect cannot be given to such provision, then to some charitable object within the London Borough of Enfield.

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(Adopted 1st October 2018)

