

Parwich Action Group

Constitution

1. The aims of the Action Group are as laid down in the Parwich Management Plan:
 - a. Protect, maintain and enhance the Village and surrounding environment
 - b. Ensure provision and continued availability of low cost housing in the Village
 - c. Development of a multi-use community hall in the Village
 - d. Improve the existing children's play facilities
 - e. Investigate solutions to speeding and parking problems in the Village
2. The Action group shall consist of volunteers from within the community agreed at an open meeting. The Group shall be empowered to co-opt to its membership any person(s) necessary to achieve the aims in (1) above. There will be a representative of the Parish Council on the Action Group. The Group shall from its membership appoint a chairperson, treasurer and secretary – the Officers of the Group.
3. The Group will open a bank account in its name with a mutually agreed bank with any two of the three officers being authorised to act in all financial matters on behalf of the Group.
4. The Group shall meet quarterly or at such interval, or venues throughout the Parish as deemed necessary. A quorum for such a meeting shall be no less than four members.
5. There shall a public meeting of the group open to all residents of the Parish at least once every four years.
6. The Treasurer shall be responsible for the paying into the bank of all monies received by the group from all sources. He/she will present to the Group a financial statement once a year and at other times if request by the Group.
7. The financial year of the Group shall be for any 12 monthly period agreed by the Group.
8. The Action Group may form Sub-Groups, accountable to them, as deemed necessary to organise, promote and execute specific projects, within the terms of the Parwich Management Plan, and within the financial requirements of this constitution. Each Sub-Group will contain one or more members of the Action Group.
9. The Sub-Groups will provide progress reports at the quarterly meeting of the Action Group.
10. All monies raised by the Action Group or any sub-group formed by them must be used to the benefit of the Parish of Parwich. If any sub-group formed under 9 above,

for whatever reason, is disbanded, then any funds held by them will be credited to the Action Group funds. Should the Action Group be likewise disbanded then any funds held by them will be credited to an organisation within the Parish with similar purposes as agreed at public meeting.

11. The Chairperson shall within every 12 monthly period prepare a report, which will include a financial statement, outlining the work of the Action Group. This report will be made available to all residents of the Parish.
12. The Group will report the activities of the Group and Sub-Groups at the Annual Open Meeting of the Parwich Parish Council.

This constitution was agreed on 12th March 2001