

# Cycle Ipswich constitution

May 2014

This document was adopted as the constitution of Cycle Ipswich at the meeting on 10<sup>th</sup> April 2014.

## 1. Name

- 1.1. The group is called Cycle Ipswich

## 2. The purpose

- 2.1. Cycle Ipswich is established to improve the experience of cycling in Ipswich and the greater Ipswich area.
- 2.2. We are interested in getting more people cycling, more frequently and more safely
- 2.3. We recognise and subscribe to the individual health, social and environmental benefits of choosing cycling as a method of transport.
- 2.4. We aim to engage with decision makers to debate, advise, consult and direct improvements to policies.

## 3. Permitted methods of advancing the purpose

- 3.1. Cycle Ipswich supports all legal actions which fit with the broad aims of the group
- 3.2. The google group is <http://groups.google.com/forum/?hl=en-GB#!forum/cycle-ipswich>
- 3.3. The website is <http://www.cycle-ipswich.org.uk>

## 4. Membership

- 4.1. Membership is open to any member of the public who shares our objectives and is admitted for membership by two thirds of members present at a meeting.
- 4.2. Membership is not necessary for participating in meetings, rides, and other campaign activities, however in order to represent the groups views, individuals should be admitted as members.
- 4.3. Members are permitted to represent the views of the group at public and private meetings, if those views have been discussed at meetings and agreed as a group view.
- 4.4. Members details are recorded the Register of Members.

## 5. Meetings

- 5.1. Meetings are to be held monthly or at least quarterly at a pre-determined date and location. This is to be communicated via the Google Group forum and on the website.

- 5.2. Three members will be required to make a meeting quorate.
- 5.3. Once per annum a meeting should be held as the Annual General Meeting (AGM)
- 5.4. The date and the location of the AGM should be advertised for at least one month notice on the website and google group.
- 5.5. Cycle Ipswich can only be dissolved at an AGM subject to agreement by two thirds of the members present.

## 6. Committee and roles

- 6.1. Cycle Ipswich is an equal opportunity free-structure organisation
- 6.2. There is no formal committee to take charge of organising or running specific events. From time to time members will act as co-ordinators and facilitators.
- 6.3. A spokesperson may be authorised at a group meeting to represent the views of the group on a specific topic. Members who wish to act as a spokesperson should formally request, and the request and approval be minuted for the part of clarity. Spokesperson should be validated at least annually.

## 7. Handling of monies

- 7.1. Cycle Ipswich is a not for profit organisation
- 7.2. From time to time, fundraising activities will be required to support the procurement of equipment or other materials such as printing of pamphlets to support The Purpose.
- 7.3. Any group money held should be reported at the Annual General Meeting, and if there are proceeds remaining from fund raising activities and resulting activities then the money should be a nominated charitable cause, to be determined at the AGM.

## 8. Winding up the group

- 8.1. Cycle Ipswich can be wound up if there are no quorum meetings of the group in a period of 24 months.
- 8.2. Meeting notes should be recorded and posted to the google group and website.