

CONSTITUTION

1. TITLE

LEICESTERSHIRE FOOTPATH ASSOCIATION

2. OBJECTIVES

To seek the preservation, restoration and/or enhancement of Public Rights of Way maintaining the public's rights over footpaths and other highways and open spaces; and to promote the development of new Public Rights of Way.

To encourage and facilitate people to use the footpaths of Leicestershire.

To this end the Association may be affiliated to other appropriate bodies with similar aims.

3. MEMBERSHIP

- (A) Membership is open to all persons and groups interested in the objectives of the Association.
- (B) The membership year shall run from the 1st January each year.
- (C) Subscriptions fall due on January 1st and the amount shall be recommended by the Committee for approval by the membership at the Annual General Meeting for application the following year.
- (D) Membership of any member shall cease upon the receipt of a written resignation received by letter or electronic means, or by the failure to pay the subscription by 28th February of the year it falls due.

4. PRESIDENTS AND VICE PRESIDENTS

The members of the Association may, at any general meeting, decide to invite suitable persons to become President or Vice President.

5. OFFICERS AND COMMITTEE

- (A) The following Officers shall be elected at the Annual General Meeting:–
 - Chairman (who may not serve for more than 4 consecutive years)
 - Secretary
 - Treasurer/Membership Secretary
 - Diversions and Modifications Secretary
 - Obstructions Secretary
 - Any additional officers as may be required
- (B) The Committee shall consist of the officers and up to ten additional members elected at the Annual General Meeting. The minimum number on the Committee, including officers, is nine.
- (C) The Committee will appoint a Minutes Secretary and also a Walks Coordinator, either of whom may or may not be serving as a voting committee member.

- (D) The committee shall have the power to fill any vacancies for Officers and Committee members that may occur during the year. In addition, the Committee is authorised to determine all matters not expressly provided for in the Constitution.
- (E) Quorum. There shall be a quorum when at least one third of the number of members of the current committee, or three members of the committee, whichever is the greater, are present at a meeting. All members shall have one vote with the Chairman having an additional casting vote in the event of a tie.
- (F) The committee may set up sub-committees and working parties as it feels appropriate and draw up terms of reference for them. All proceedings of the sub-committees and working parties shall be reported back to the main committee.
- (G) Notice of business for a meeting of the committee shall normally be given to members of the committee at least seven days before the date of the meeting.

6. ANNUAL GENERAL MEETING

The Annual General Meeting shall be held in the month of February each year to:

- (A) receive the reports of the Officers and the financial statement.
- (B) elect the Officers and Committee for the following year.
- (C) deal with matters of general business.

Notice of the meeting and Agenda will be communicated to members at least twenty-one days before the meeting. All paid up members shall be eligible to attend and vote.

7. SPECIAL MEETINGS

- (A) Special meetings shall be called at the discretion of the committee or by written request of at least twelve members.
- (B) The business of the Special Meeting shall not take place unless a minimum of twenty-five paid-up members are present and any proposal will require a two-thirds majority of those present.
- (C) The Secretary shall ensure that all members have written notice of a Special Meeting, stating the business to be transacted, giving not less than twenty-one days' notice. No business other than that specified in the notice shall be dealt with at the Special Meeting.

8. FINANCE

- (A) The financial year of the Association shall end on the 31st December each year.
- (B) The Treasurer shall keep detailed records of all receipts and payments which occur on behalf of the Association, advising the committee of the financial situation at each committee meeting.

- (C) The Treasurer may bank/invest the monies received on behalf of the Association in any bank, building society or licensed deposit taker, as approved by the Committee. All Association accounts must have at least three authorised signatories, including the Treasurer, who are current members of the Committee.
- (D) The Treasurer may issue or authorise payments by means of cash, cheques, standing orders, direct debits, electronic bank transfers or debit card. Payments over an amount to be determined by the committee, will require a counter-signature.
- (E) The Treasurer shall prepare a Financial Statement for the year to show totals for all income and expenditure and a Balance Sheet detailing the opening and closing balances for the year for each of the Association's accounts.
- (F) The accounts and Financial Statement shall be subjected to an independent review by a suitably capable person, approved by the committee, to confirm that the Financial Statement is a full and accurate representation of the financial position of the Association at the end of the financial year.
- (G) The Financial Statement shall be incorporated into the Annual Report to be presented to the Annual General Meeting.

9. AMENDMENTS TO THE CONSTITUTION

All amendments to the constitution shall only be made at the Annual General Meeting or a Special Meeting called for that purpose.

Notice of such amendments shall be received by the Secretary in writing at least forty two days prior to the Annual General Meeting or Special Meeting.

10. DISSOLUTION

If the committee decides that it is necessary or advisable to dissolve the Charity it shall call a meeting of all members of which not less than 21 days notice (stating the terms of the resolution to be proposed) shall be given. If the proposal is confirmed by a two-thirds majority of those present and voting, the Committee shall have power to release any assets held by or on behalf of the Charity by:

- (A) Satisfying any debts or liabilities.
- (B) Gift to such other charitable institution or institutions doing similar work as the Association.

The transfer of funds and assets must comply with Charity Commission rules and their approval sought as necessary.

Adopted 23rd October 2018