

Cambridgeshire Mammal Group

Constitution

- 1 The name of the organisation shall be “Cambridgeshire Mammal Group” or such other name as the organisation may from time to time decide.
- 2 The objects of the organisation shall be to work for the conservation and protection of wild mammals in Cambridgeshire by:
 - 2.1 maintaining records of the presence and activities of wild mammals in order to protect habitats from illegal interference and land development, to encourage protective measures at accident black spots, and to monitor the status of wild mammals in Cambridgeshire;
 - 2.2 helping investigate cases of suspected persecution or habitat disturbance in liaison with all relevant authorities;
 - 2.3 promoting public awareness of wild mammals and their conservation;
 - 2.4 organising training for members and others in mammal-related matters;
 - 2.5 providing advice and practical help to all relevant organisations and the public on habitat improvement and mammal-related matters.
- 3 In addition to any other powers the organisation has it may exercise the following powers in furtherance of its objects:
 - 3.1 power to raise and hold funds and to invite and receive contributions provided that in raising funds it shall not undertake any substantial trading activities;
 - 3.2 power to buy, take on lease or in exchange any property, and to maintain and equip it for use;
 - 3.3 power to invest the funds of the organisation in any of the investments for the time being authorised for the investment of charity funds.
- 4 Accounting arrangements:
 - 4.1 The accounts of the organisation shall be kept by the Membership/Finance Officer. Annual statements of account shall be presented at annual general meeting (agm) and shall consist of a statement of income and expenditure and a relevant account reconciliation statement.
 - 4.2 Any bank or other account in which any assets of the organisation are deposited shall be operated by the officers and shall be held in the name of the organisation. All orders for the payment of money from such account shall be signed by the Membership/Finance Officer and at least one other officer.
- 5 Membership of the organisation shall be open to individuals and to relevant organisations with an interest in the objects of the organisation as defined in section 2 above. A joining fee and/or an annual membership fee shall be payable at a level or levels determined from time to time at agm or extraordinary general meeting (egm). Individuals and organisations wishing to join shall be required to manually complete a membership form and a contact consent form and agree to the conditions stated thereon. The officers of the organisation shall have the power by simple majority vote to refuse membership without explanation. Any membership may be terminated at agm or egm by a simple majority vote of those members present and voting. Voting shall be as defined in section 6 below.
- 6 The organisation shall hold an agm for the election of officers and for the consideration and approval of the Chairperson's Report and the annual statements of account as defined in section 4.1 above, and for such other matters as members wish if notified to the Minutes Secretary at least two weeks in advance accompanied by the signatures of five current members. Any matter requiring determination shall be determined by a simple majority of

those members present and voting - in the event of a tied vote then the status quo will stand. Members shall have one vote each and organisations which are members shall have one vote per organisation. The quorum for an agm shall be one fifth of the current membership. The agenda for the agm shall be promulgated at least three weeks in advance of the meeting and shall include the Chairperson's Report and the accounts. Any matters as notified to the Minutes Secretary as above shall be notified to the members at least one week in advance of the meeting. Only business notified to the members in advance of the meeting shall be conducted.

7 The officers shall be:

- 7.1 Chairperson
- 7.2 Membership/Finance Officer
- 7.3 Minutes Secretary
- 7.4 Events Co-ordinator
- 7.5 Training Officer
- 7.6 Sett/RTC Recorder/Consultants' Liaison Officer
- 7.7 Occasional Newsletter Editor
- 7.8 CCF Representative
- 7.9 Cambs Mammal Group Recorder
- 7.10 Web Officer
- 7.11 Social Media Officer

and such other officers as may be created as deemed necessary by the members at agm or egm. The members at agm or egm may delegate such powers to officers as the members may deem necessary.

8 8.1 The Chairperson, Membership/Finance Officer and the Minutes Secretary shall be elected annually at agm and may be re-elected to that office for a total maximum of three years in that office. Retirees may be elected to another officer post immediately but may not be elected to their previous officer post until at least one year later.

8.2 The other officers shall be elected annually at agm and may be re-elected to that office.

8.3 If an officer post is vacated for whatever reason between agms the remaining officers may appoint a replacement until the next agm when the post will be filled by election.

8.4 The addendum below to be used until the 2020 agm.

9 An egm may be called on request by the signatures of five current members - such a request shall specify the reason and propose a motion for consideration at such a meeting. On receipt of such a request the Minutes Secretary shall arrange for such a meeting within fifteen working days and give at least ten working days' notice to the members of the date, time and place of the meeting and of the motion to be determined. The quorum for an egm shall be one fifth of the current membership. If the quorum for such a meeting is not reached the motion fails. Voting on the motion will be as in section 6 above. If there is a tied vote then the status quo stands.

10 The organisation may set up such committees as deemed necessary by the members at agm or egm or ordinary meetings and delegate such powers to such committees as the members may deem necessary.

11 The constitution may be amended by a resolution passed at agm or egm by a simple majority vote of those members present and voting. Voting shall be as defined in section 6

above. The notice of the agm or egm shall include notice of the resolution setting out the terms of the amendment proposed.

- 12 If on the winding-up of the organisation any property remains after satisfaction of all the organisations debts and liabilities such property shall not be paid to or distributed among the members of the organisation but shall be transferred to some other charitable body or bodies (incorporated or unincorporated) whose objects are wholly or partially similar to the objects of the organisation. The body or bodies to which property is transferred shall be determined by the members of the organisation at or before the time of dissolution.

27 February 2019

ADDENDUM: To avoid the possibility of the three officers referred to in 8.1 above all requiring to be replaced at once:

- a - the Chairperson in post during 2018 will retire at the 2019 agm in accordance with 8.1 above,
- b - the Membership/Finance Officer (currently separate officer posts occupied by the same person) in post during 2018 will be electable to the combined post (7.2 above) at the 2019 agm and will retire at the 2020 agm in accordance with 8.1 above, and
- c - the Minutes Secretary in post during 2018 will be re-electable at the 2019 and 2020 agms and will retire at the 2021 agm in accordance with 8.1 above.