



The Friends of Baildon Moor Constitution

This constitution was approved by the Friends of Baildon Moor Steering Group on the 30th of September 2009, and formally accepted by the membership on the 18th of November 2009.

1. The organisation shall be called “The Friends’ of Baildon Moor”, (hereinafter “the FOBM”).
2. The term Baildon Moor shall include all land commonly known as Baildon Moor as shown on the Bradford Council map, including Common Land areas and buildings thereon.
3. The objects of the FOBM are:
 - a) to work in collaboration with the City of Bradford Metropolitan District Council and others to promote the protection of the physical and natural environment of the land known as Baildon Moor, in the County of West Yorkshire.
 - b) to preserve Baildon Moor as an open space amenity for education, and;
 - c) to protect Baildon Moor as an open space amenity for recreation and leisure time in the interests of social welfare and with the objective of enhancing the quality of life of those living, working near to, or visiting Baildon Moor.
4. For the purpose of this document, any reference to “the landowner” or to the “Council” is taken to mean Bradford Metropolitan District Council, who is responsible for the maintenance of Baildon Moor. The FOBM will work with the landowner, statutory agencies, user groups and Baildon Parish Council and local residents in the furtherance of the following aims and objects.
5. In pursuance of its objectives, the FOBM will aim:
 - a) To protect Baildon Moor for the benefit of the environment, for all those who use Baildon Moor and those who reside in the surrounding area.
 - b) To liaise with local residents and other users of Baildon Moor in order to represent their needs and ideas.
 - c) To notify the Council when any hazards or problems with the area become apparent.
 - d) To develop projects in partnership with, and with the knowledge and approval of the Council and Baildon Parish Council.
 - e) To apply for grants independently or in conjunction with the District Council to provide materials or labour to support projects for which the Council has insufficient funding, or for which the Council is unable to provide funding.
 - f) To assist the Council in the care and maintenance of Baildon Moor, its wildlife, flora and recreational use.
 - g) To work with and encourage local schools, colleges and youth organisations to use Baildon Moor constructively for pleasure and education.
 - h) To encourage appreciation of the ecology and history of Baildon Moor.
 - i) To publicise the FOBM’s activities locally, regionally, nationally and internationally in order to encourage people to take an active part in protecting and maintaining Baildon Moor.



6. The FOBM shall have the powers to:
 - a) Raise funds and open a bank account.
 - b) Obtain or lease equipment and premises.
 - c) Appoint trustees to hold property.
 - d) Employ staff and recruit volunteers.
 - e) Network and form partnerships with other organisations and agencies.
 - f) Purchase or lease and run a vehicle or vehicles;
 - g) And to do all other lawful things as are necessary to further the objects of the FOBM.

7. Membership
 - a) Membership of the FOBM shall be open to anyone over the age of eighteen who supports the objectives or has an interest in the protection of Baildon Moor for the benefit of the environmental, ecological, historical, educational, recreational purposes or just a general interest in furthering the objects of the FOBM.
 - b) The membership of the FOBM will also be open to under eighteen year olds who will be known as "Junior Members".
 - c) All members of the FOBM are eligible to vote, however, any member under the age of eighteen will not be allowed to vote although they will be allowed to add any appropriate contribution into any meeting.
 - d) The Secretary shall keep an up-to-date record of both individual and group membership and on completion of the FOBM membership form, a numbered Membership Card will be issued.
 - e) Members will not be required to pay any subscription, however, an annual voluntary donation would be gratefully received.
 - f) Membership may be terminated by the Management Committee on the grounds of a member or group acting against the objects of the Organisation or bringing the Organisation into disrepute.

8. The Committee shall consist of the following Honorary officer and other Members:- Chair, Secretary and Treasurer.
 - a) The Committee shall consist of not less than 7 people, including the officers and no more than eleven in total. A vote for decisions shall be by a majority, the Chair to have the casting vote. Members of the Committee shall be Trustees of the FOBM.
 - b) Two members of the committee are to be elected each year for a term of three years each. Any elected member may, at the end of their three year period, offer themselves up for re-election.
 - c) Three or one third of members present may form a quorum at management meetings, however the AGM or General meetings will require a quorate of 25% of the recognised membership list as held by the Secretary.
 - d) In the event of any Committee Member leaving or resigning during the year, the Committee have the power to co-opt replacements onto the Committee as they see fit, subject to confirmation at the next AGM.
 - e) The Committee may co-opt any persons onto the committee with special knowledge or experience, who may assist in achieving specific objects. All co-opted persons will be entitled to full voting rights.



- f) The FOBM may have an honorary patron or patrons. The number and role of patrons is to be decided by the committee.
 - g) Minutes of each committee meeting shall be recorded, approved and stored.
 - h) An Annual General Meeting shall be called at an interval of not more than fifteen months from the previous one with at least four weeks written notice period of the AGM.
 - i) Changes to the constitution and or rules of the FOBM will be voted for and carried out at the AGM.
 - j) Full details of the FOBM's activities and financial dealings will be presented at the AGM.
 - k) Committee meetings shall be at least quarterly, and shall be open to all members and to the public, with committee members only eligible to vote.
 - l) A Special General Meeting shall be held if a written request is received from ten members requesting an SGM. An SGM shall be held within four weeks of the receipt of the written request.
9. A Baildon Moor User Group Forum may be created. The User's Groups Forum will be chaired by the Chair of the committee.
10. The Committee shall ensure that:
- a) A bank account in the name of "The Friends Of Baildon Moor" shall be opened and maintained for the general finances of the group.
 - b) Authorisation of cheques, payments and withdrawals must be made by any two of three signatories.
 - c) The maintenance of full and proper accounting records for the FOBM.
 - d) The funds of the FOBM, including all donations, contributions and behests, shall be paid into the general account, or any special account set up for purposes of projects and long term developments.
 - e) Members of the Management Committee may claim reasonable out of pocket expenses whilst on business on behalf of the Organisation.
 - f) Funds belonging to the FOBM shall be applied or distributed only in furthering the objectives of the FOBM.
 - g) The preparation of annual accounts and statements is carried out.
 - h) Auditing by independent examiner is carried out annually.
11. Dissolution.
- a) If the members resolve to dissolve the FOBM, the Management Committee will remain in office as FOBM Management Committee and be responsible for winding up the affairs of the FOBM in accordance with this clause.
 - b) The Management Committee must collect in all the assets of the FOBM and must pay or make provision for all the liabilities of the FOBM.
 - c) The Management Committee must apply any remaining property or money:
 - (i) Directly for the Objects;
 - (ii) To a Charity with similar objectives;
 - (iii) In such a manner as the Charity Commission for England and Wales ("the Commission") may approve in writing in advance.



- d) The members may pass a resolution before or at the same time as the resolution to dissolve the FOBM specifying the manner in which the trustees are to apply the remaining property or assets of the FOBM and the Trustees must comply with the resolution if it is consistent with paragraphs (i)-(iii) inclusive in sub-clause [c] above.
- e) In no circumstances shall the net assets of the FOBM be paid to or distributed among the members of the FOBM.

12. Amendments

- a) The FOBM may amend any provision contained in this Constitution provided that:-
 - (i) No amendment may be made to alter the Objects if the change would not be within the reasonable contemplation of the members of or donors to the FOBM;
 - (ii) Any resolution to amend a provision of this constitution is passed by not less than two thirds of the members present and voting at a general meeting.

Malcolm Leyland, Chair, FOBM