

The Friends of St Ives
Constitution: - February 2004

1. The organisation shall be called: "The Friends of St. Ives Estate (Hereafter 'the group').

2. The term St. Ives Estate shall include, all areas and buildings within the boundaries of: Keighley road. Alter lane. Alter road. Harden road, (other than those now privatised) as depicted within the outline of the City of Bradford Metropolitan District Council map.

3. "The Friends of St. Ives Estate" shall be a voluntary body formed from interested members of the general public and other interested parties. It will be a non-political group.

4. For the purposes of this document "the landowner" is taken to mean Bradford Council Department of Arts Heritage and Leisure", who are responsible for the maintenance and organisation of St. Ives Estate. The group will work with the landowners, lease owners, estate and local residents in the furtherance of the following objectives.

5. Objectives of the group:
 - 5.1. To develop projects in partnership with, or with the knowledge of the landowner's, to further these objectives and to apply for grants and other funding in order to carry these out.
 - 5.2. To liaise with other users of St. Ives Estate and to help represent their needs.
 - 5.3. To work to conserve and enhance the ecological and historic value of St. Ives Estate and its environs.
 - 5.4. To work to maintain and enhance the landscape value of St. Ives Estate and its environs.
 - 5.5. To notify the landowner when any hazards or problems become apparent.
 - 5.6. To liaise with the landowner in care and maintenance of the estate.
 - 5.7. To preserve and interpret the cultural, historical and ecological value of St. Ives Estate and to publicise this work.
 - 5.8. To encourage all groups using recreational activities within the estate to be represented on the group.
 - 5.9. To encourage educational and ecological activities to use the estate for practical purposes.
 - 5.10. To apply and carry out any other lawful activities necessary to achieve the above objectives.

6. Membership of the group shall be open to anyone with an interest in preserving and enhancing St. Ives Estate for the benefit of environmental, ecological, historical, educational purposes or just a general interest in furthering the objectives of the group.

7. The committee shall consist of the following officers and committee members:

Chairperson; Vice Chairperson; Secretary; Treasurer; Fund Raising Officer; Project Officer; Publicity Officer and four Committee Members

The committee shall have the power to co-opt when and where required, special members to assist with projects and fund raising where appropriate.

8. The standing committee will have the powers to execute the activities of the group providing they are within the objectives of the group.

8.1. The committee will determine the number of ordinary meetings to be held during the year, but not less than six meetings will be held. Special meetings may be called at any time by the chairperson, but a minimum of seven days notice shall be given. Decisions will be voted upon and the majority of votes will be taken. In the event of equal votes the chairperson will have the casting vote.

8.2. A full record of all meetings (minutes) will be maintained and these minutes will be signed off by the chairperson after approval by the committee.

8.3. There shall be an annual general meeting of the group, which will be held during February of each year or as soon as practicable close to that date.

8.4. Committee members seek or are elected annually at the A.G.M. The committee members shall be elected from general membership.

8.5. Changes to the constitution and or rules of the group will be voted for and carried out at the A.G.M.

8.6. Notification of the annual general meeting will be given at least 21 days prior to the date. All registered members of the group will be informed. All members shall have the right to one vote.

8.7. Full details of the group's activities and financial dealings will be presented at the annual general meeting.

9. Finances

The committee shall ensure: -

9.1. A bank account in the name of "The Friends of St. Ives Estate" shall be opened and maintained for the general finances of the group. Authorisation of cheques, payments and withdrawals must be authorised by the treasurer and one other officer of the committee. A special account for long-term projects may also be opened. Withdrawals and payments from this account will be as the bank account plus one other officer.

9.2. The maintenance of full and proper accounting records for the group.

9.3. The funds of the group, including all donations, contributions and bequests, shall be paid into the general account, or special account set up for purposes of projects and long term developments.

(a) Funds belonging to the group shall be applied or distributed only in furthering the objectives of the group.

(b) That the preparation of annual accounts and statements is carried out.

(c) Auditing by independent auditors is carried out annually.

10.0 Dissolution:-

If the committee decides that it is necessary or advisable to dissolve the group it shall call a meeting of all members of the group, giving at least twenty one days notice, (Stating the terms of the resolution to be proposed). If the proposal is confirmed by a two-thirds majority of those present the Committee shall have the power to realise any assets held by or on behalf of the group. Settlement of all debts and liabilities must be undertaken prior to final disposal of the remaining assets.

The remaining assets may be transferred to any other Group(s) or institutions having objectives similar to the objectives of The Friend of St. Ives Estate Group or to any charitable organisation that the committee determines.

Km. 01//02/2004

An independent group associated with BTCV, a registered charity