

## Bracknell Conservation Volunteers Constitution

1. The group shall be called Bracknell Conservation Volunteers (BCV)
2. The aims of the group are:
  - a. To promote practical conservation through volunteers for the benefit of the natural environment and the people of Bracknell Forest area
  - b. To educate the volunteers in the principles and practice of conservation
3. To fulfil these aims:
  - a. The group will undertake practical conservation work
  - b. Other activities, in furtherance of the aims or for the benefit of the group, shall also be undertaken from time to time as the members see fit
  - c. Money shall be raised when necessary for carrying out the aims of the group
4. The area served is principally Bracknell Forest area, but projects and activities may be undertaken elsewhere as is seen fit by members
5. Membership shall be open to anyone interested in taking part in the work of the group. Members who attend tasks will be entered in the circulation list for receipt of e-mails from BCV. All members who give consent for their details to be entered in the circulation list shall be deemed to be members of BCV, with the right to vote at meetings. Members shall remain members until such time as they request to be removed from the circulation list, or fail to respond to a request for renewal of consent under the General Data Protection Regulation.
6. The group shall hold annual general meetings (AGM) to discuss its policy and administration. All members shall be entitled to attend and these meetings will be fully publicised by e-mail and at BCV task meetings.
7. Such officers as are required to conduct the administration of the group shall be appointed at the AGM. These will include a chairperson, treasurer and secretary.

The appointed officers shall be in charge of the day-to-day running of the group, but shall be answerable to meetings of members.

Other responsible persons (e.g. Task Coordinator, Task Leaders, Person responsible for tools, Webmaster, Data Controller, Group Photographer, tea kit coordinator) may also be appointed as the group sees fit.
8. There will be no annual subscription for membership of the group.

9. A bank account in the name of BCV will be run by the treasurer, two member signatures being required (the treasurer and chairperson). Accounts shall be held by the treasurer, submitted to an independent inspection and approved at the Annual General Meeting of members.
10. The group shall maintain insurance (£5 million) for volunteers on its projects, for injuries to third persons, damage to property and theft of assets.
11. If the group shall, by general consent of its members, cease to exist, all assets shall pass to Bracknell Forest Council for distribution amongst constituted groups with similar aims and objectives.
12. This constitution shall only be altered by consent of a majority of the members of the group present at a publicised meeting.