

SHEFFIELD COMMUNITY

BIKE PROJECT

CONSTITUTION

Agreed 12/09/22

1. **NAME:** The name of the group shall be 'Sheffield Community Bike Project'
2. **OBJECTS:** The objects of the group shall be:
 - a) To enable improved health and well-being, and reduced waste and pollution, through the promotion of and support for access to and participation in cycling and other forms of active and sustainable transport.
 - b) To do this through the provision of practical initiatives which empower and enable people to cycle.
 - c) To provide a space which supports cycle maintenance and repair workshops, improving access to cycling and reducing waste.
 - d) To provide opportunities for learning and empowerment through cycling and cycle-related activities.
 - e) To provide services which aim to be accessible to all irrespective of their means or background and which strengthen the local community.
 - f) To promote awareness of the links between cycling, and other sustainable transport options, with their positive impacts on human health and the natural environment.
3. **POWERS OF Sheffield Community Bike Project**

The group shall have the powers to:

 - a) Raise funds to pursue the above objects
 - b) Do such things as are lawful and necessary in order to pursue the objects of the organisation.
4. **MEMBERSHIP**

Membership is open to any individual or organisation who supports the above objects and has indicated this support by completing a membership form or otherwise indicating their intention to support and associate with Sheffield Community Bike Project.
5. **SUBSCRIPTIONS**

Subscriptions will be decided at an Annual General Meeting.
6. **MANAGEMENT**
 - (a) The group will be managed by a committee to be elected at the Annual General Meeting
 - (b) The committee shall consist of a Chair, Secretary, Treasurer and other members and will meet at least 4 times a year.
 - (c) The quorum at a Committee Meeting will be 5 members.

- (d) The Management Committee shall have the power to:
 - (i) Elect officer roles from amongst themselves
 - (ii) Appoint any advisory or sub-Committees as the Management Committee may find necessary
 - (iii) Set the rules of procedure for all Management Committee meetings which shall be revised by them whenever necessary
 - (iv) Hire paid staff to work for the project.

7. ANNUAL GENERAL MEETING

- (a) The committee shall arrange its Annual General Meeting within 15 months of the last, giving at least 21 days' notice, for the purpose of:
 - Receiving the Annual Report of the Committee
 - Receiving end of year accounts
 - Electing a new committee, and
 - Voting, if necessary, on proposals to amend the Constitution
- (b) The quorum at an Annual General Meeting shall be 8 members.

8. SPECIAL GENERAL MEETING

The committee may, at any time, call a Special General Meeting either for the purpose of altering the constitution or for considering any matter which the committee may decide should be referred to the members in general.

The Committee shall also call a meeting at the written request of not fewer than 5 members, who give reasons for the request.

9. FINANCE

- (a) Finances may be obtained by means of such lawful fundraising activities as the committee may deem acceptable. All monies raised by, or on behalf of, Sheffield Community Bike Project shall be applied to further the objects of Sheffield Community Bike Project and for no other purpose.
- (b) The treasurer shall keep proper accounts of Sheffield Community Bike Project and shall open a bank account in the name of Sheffield Community Bike Project. Reports on the finances will be made to the Management Committee regularly. At least three members shall be signatories to the bank account and at least two of these signatories will be needed to withdraw any monies.
- (c) The accounts shall be independently examined each year. The examiner shall not be a member of the committee.

10. ALTERATIONS TO THE CONSTITUTION

Any alteration to the constitution shall require the approval of a two-thirds majority of those present and voting at an Annual General Meeting or Special General Meeting.

11. DISSOLUTION

If the committee should decide by a simple majority that it is necessary or advisable to dissolve Sheffield Community Bike Project it shall call a meeting of all the members of Sheffield Community Bike Project, with at least 21 days' notice, stating the terms of the resolution to be proposed to the meeting.

If the decision is confirmed by a two-thirds majority of those present and voting at the meeting, the committee shall have the power to dispose of any assets held by Sheffield Community Bike Project.

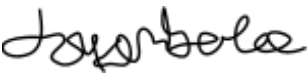
Any assets remaining after the satisfaction of any debts and liabilities shall be transferred to another organisation who shall use it towards charitable purposes which will benefit a local community committee/group as approved at the dissolving meeting.

12. ACCEPTANCE

This constitution has been accepted by the Sheffield Community Bike Project Volunteer Committee on 12/09/2022.

Signed: 

Print: Dan Robinson (Chairperson)

Signed: 

Print: Joy Kimberlee (Secretary)

Signed: 

Print: Peter Nolan (Treasurer)