**Friends’ of Ilkley Moor: Constitution**

**(Adopted 2008 – as amended 24 April 2015)**

1. The organisation shall be called: “The Friends’ of Ilkley Moor” (Hereafter ‘the Charity’).
2. The term Ilkley Moor shall include, all areas and building owned by the City of Bradford Metropolitan District Council as depicted on the Ilkley Moor Management Plan.
3. The objects of the Charity are:
	1. to work in collaboration with the City of Bradford Metropolitan District Council and others to promote the conservation, protection and improvement of the physical and natural environment of the area of land known as Ilkley Moor in the County of West Yorkshire
	2. to promote Ilkley Moor as an open space amenity for education, recreation and leisure time occupation in the interests of social welfare and with the objective of enhancing the quality of life for those living, working near to or visiting Ilkley Moor.
4. For the purposes of this document any reference to “the landowner” or to “the Council” is taken to mean City of Bradford Metropolitan District Council, who are responsible for the maintenance of Ilkley Moor. The Charity will work with the landowner, statutory agencies, user groups and local residents in the furtherance of the following aims and objectives.
5. The aims of the Charity are:
	1. To restore, protect and improve Ilkley Moor, for the benefit of the environment, all those who use Ilkley Moor and those who reside in the surrounding area.
	2. To assist the Council in the care and maintenance of Ilkley Moor and its wildlife, flora and recreational use.
	3. To notify the Council when any hazards or problems with the area become apparent.
	4. To develop projects in partnership with, or with the knowledge of the Council.
	5. To apply for grants independently or in conjunction with the 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.
	6. To liaise with local residents and other users of Ilkley Moor in order to represent their needs and ideas.
	7. To encourage all groups making recreational use of Ilkley Moor to be represented on the Charity.
	8. To encourage local schools and youth organisations to use Ilkley Moor constructively for pleasure and education.
	9. To encourage appreciation of the ecology and history of Ilkley Moor.
	10. To publicise the Charity’s activities locally, regionally, nationally and internationally in order to encourage people to take an active part in preserving and maintaining Ilkley Moor.
6. The Charity shall have the powers to:
	1. To raise funds and open a bank account.
	2. To obtain or lease equipment and premises.
	3. To appoint trustees to hold property.
	4. To employ staff and recruit volunteers.
	5. To network and form partnerships with other organisations and agencies.
	6. To purchase or lease and run a vehicle or vehicles.
	7. and to do all other lawful things as are necessary to further the objects of the Charity.
7. Membership of the Charity shall be open to anyone with an interest in preserving and enhancing Ilkley Moor for the benefit of environmental, ecological, historical, educational, recreational purposes or just a general interest in furthering the objectives of the Charity.
8. The Committee shall consist of the following Honorary officers and other Members: Chair, Vice-Chair, Secretary, Treasurer, Membership Secretary and Publicity Officer.
	1. The Committee shall consist of not less than 7 people, including the officers. A vote for decisions shall be by a majority, the Chair to have the casting vote. Officers of the Charity shall be Trustees of the Charity.
	2. In the event that the Chair cannot chair any meeting or meetings of the Charity, the Vice-Chair shall chair any such meetings. In the event of the resignation or permanent incapacity of the Chair, the Vice-Chair shall assume that role until the next General meeting of the Charity.
	3. The Committee may co-opt any persons with special knowledge or experience, who may assist in achieving the objectives.
	4. The Charity may have an honorary patron or patrons. The number and role of patrons to be decided by the committee.
	5. Minutes shall be recorded at each committee meeting.
	6. 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 notice period of the AGM.
	7. Officer and committee members shall be elected at the A.G.M.
	8. Changes to the constitution and or rules of the Charity will be voted for and carried out at the A.G.M.
	9. Full details of the Charity’s activities and financial dealings will be presented at the A.G.M.
	10. Committee meetings shall be held on a bi-monthly basis, and shall be open to all members and to the public.
	11. A Special General meeting shall be held if a written request is received from twenty five members requesting an S.G.M. An S.G.M shall be held within for weeks of the receipt of the written request
9. An Ilkley Moor User’s Groups Forum may be created. The User’s Groups Forum will be chaired by the Chair of the committee and shall meet on a quarterly basis.
10. The committee shall ensure:
	1. A bank account in the name of “The Friends of Ilkley Moor” shall be opened and maintained for the general finances of the group.
	2. Authorization of cheques, payments and withdrawals must be by the treasurer and another member of the committee.
	3. The maintenance of full and proper accounting records for the Charity.
	4. The funds of the Charity, including all donations, contribution and bequests, shall be paid into the general account, or any special account set up for purposes of projects and long term developments.
	5. Funds belonging to the Charity shall be applied or distributed only in furthering the objectives of the charity.
	6. That the preparation of annual accounts and statements is carried out.
	7. Auditing by independent auditors is carried out annually.
11. Dissolution
	1. If the members resolve to dissolve the Charity the Trustees will remain in office as Charity Trustees and be responsible for winding up the affairs of the Charity in accordance with this clause.
	2. The Trustees must collect in all the assets of the Charity and must pay or make provision for all the liabilities of the Charity.
	3. The Trustees must apply any remaining property or money:
		1. directly for the Objects;
		2. by transfer to any Charity or charities for purposes the same as or similar to the Charity;
		3. in such other manner as the Charity Commission for England and Wales (“the Commission”) may approve in writing in advance.
	4. The members may pass a resolution before or at the same time as the resolution to dissolve the Charity specifying the manner in which the Trustees are to apply the remaining property or assets of the Charity and the Trustees must comply with the resolution if it is consistent with paragraphs i-iii inclusive in sub-clause c) above.
	5. In no circumstances shall the net assets of the Charity be paid to or distributed among the members of the Charity (except to a member that is itself a Charity).
	6. The Trustees must notify the Commission promptly that the Charity has been dissolved. If the Trustees are obliged to send the Charity’s accounts to the Commission for the accounting period that ended before its dissolution, they must send the Commission the Charity’s final accounts.
12. Amendments
	1. The Charity may amend any provision contained in this Constitution provided that:
13. no amendment may be made that would have the effect of making the Charity cease to be a Charity at law;
14. 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 Charity;
15. no amendment may be made to clause 3 without the prior written consent of the Commission;
16. 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.
	1. A copy of any resolution amending this constitution shall be sent to the Commission within twenty one days of it being passed.