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Adopted 27th June 2021

CONSTITUTION

PRIDE IN ALSAGER

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1. NAME
   1. The name of the group shall be **Pride in Alsager**.
2. AIMS
   1. The main aim of Pride in Alsager will be to promote equality, inclusivity and diversity, provide support to the local LGBT+ community and promote the elimination of discrimination based on sexual orientation and gender identity. Pride in Alsager will do this by:
      * Providing support and information to the LGBT+ community in Alsager and the surrounding areas.
      * Promoting anti-discriminatory practice and understanding provision for the LGBT+ community in health, education and services in the local area.
      * Regularly auditing and monitoring services and creating an environment that reduces isolation, distress and increases inclusivity and representation of the LGBT+ community.
      * Fundraising for LGBT+ related causes in Alsager and the surrounding areas.
      * Campaigning and giving the LGBT+ community of Alsager a voice in local, national & global issues.
      * Creating a safe environment for members of the LGBT+ community by holding an annual Pride event in Alsager.
      * Identifying and listening to the needs of the local LGBT+ community regardless of whether they are open about their gender identity or sexual orientation and work together to meet those needs.
3. MEMBERSHIP
   1. Membership of Pride in Alsager is open to anyone who:
      1. lives or works in the within 3 miles of the Alsager parish boundary or has strong links to Alsager;
      2. is a member of the LGBT+ Community or an LGBT+ ally; and
      3. supports the aims of Pride in Alsager.
   2. Membership will begin upon the completion of a membership form and successful registration by the Secretary.
      1. The Committee may only refuse to register a member if, acting reasonably and properly, they consider it to be in the best interests of the Taskforce to refuse the registration of a member.
      2. The Committee must inform the applicant member in writing of the reasons for the refusal within twenty-one days of the decision.
      3. The Committee must consider any written representations the applicant member may make about the decision. The Committee’s decision following any written representations must be notified to the applicant member in writing but shall be final.
   3. Conditions and requirements of membership will be reviewed and agreed at the Annual General Meeting (AGM).
   4. Membership is not transferable to anyone else.
   5. A list of all members will be kept by the Secretary.
   6. Membership ceases upon death; dissolution of Pride in Alsager; removal due to unacceptable behaviour as outlined in Clause 3.8; or voluntary resignation by contacting the Secretary.
   7. Each member has a right to vote at ordinary meetings and at the AGM.
   8. Any offensive behaviour, including racist, sexist or inflammatory remarks, will not be permitted. Anyone who behaves in such an offensive way or acts in a way that breaks the equal opportunities policy (outlined in Clause 4) or acts in a way that is prejudicial to the interests and aims of Pride in Alsager may face disciplinary action including being asked not to attend any meetings or events, or if passed by a resolution at a formal meeting, have their membership terminated or suspended.
4. EQUAL OPPORTUNITIES
   1. All members are equal in status and Pride in Alsager shall not discriminate on the grounds of sex, race (including colour, ethnic or national origin), sexual orientation, disability, gender reassignment, religious or political belief, pregnancy or maternity, marital status or age.
   2. Pride in Alsager shall adopt and abide by an Equality & Diversity Policy and all members shall be expected to follow it and the provisions of Clause 4.
5. OFFICERS & THE COMMITTEE
   1. Pride in Alsager shall be managed by a committee comprising of the officers and committee members elected in accordance with this constitution. The officers and other members shall be the trustees of the organisation and are together called ‘the Committee’ in this constitution.
   2. The Committee will consist of 12 members, and be composed of 4 officers and 8 committee members.
   3. The Committee will meet as necessary but not less than four times a year.
   4. The Committee will have the following officers:
      1. Chair, who shall chair both committee and general meetings
      2. Secretary
      3. Treasurer
      4. Vice-Chair
   5. Any Committee members and Officers must be members of Pride in Alsager.
   6. The first Officers and Committee shall be those persons elected as committee members and officers at the meeting at which this constitution is adopted.
   7. A Committee member may not appoint anyone to act on their behalf at Committee meetings.
   8. Any Committee member not attending a meeting without apology for three months will be contacted by the Committee and asked if they wish to resign.
   9. The Committee may at its discretion create additional roles that form part of the Committee, but these additional Committee members shall not have voting rights in Committee meetings unless this constitution is amended to formally include the additional role.
   10. The Committee will have the power to set up sub groups and working groups as is deemed necessary and will be accountable to the Committee.
   11. Officers and the Committee are accountable to the members at general meetings and the AGM.
6. APPOINTMENT OF OFFICERS & COMMITTEE MEMBERS
   1. All officers and committee members shall be elected by members at the Annual General Meeting (AGM).
   2. The Committee may appoint any person who is willing to act as a committee member subject to the following:
      1. To appoint a replacement committee member following a vacancy or in the event an officer should stand down during their term. The Committee will appoint the replacement at the next available Committee meeting and the replacement will carry out the role until the term ends at the next AGM.
      2. To appoint persons to additional roles created by the Committee as set out sub-clause 5.9.
      3. The Committee may not appoint a person to be an officer if a person has already been elected or appointed to that office and has not vacated the office.
   3. The term of each officer and committee member shall last until the next AGM and shall be eligible for re-election at that AGM.
   4. No-one may be elected an officer or committee member at any AGM unless notice is given that the person is willing to be appointed and has been nominated and seconded by a two members either prior to the meeting or from two members present at the AGM who are entitled to vote.
7. DISQUALIFICATION AND REMOVAL OF COMMITTEE MEMBERS
   1. A committee member / trustee shall cease to hold office if they:
      1. Ceases to be a member of Pride in Alsager;
      2. Resigns as an officer or committee member by notice to the Committee; or
      3. Is absent from committee meetings without apologies as set out in sub-clause 5.8.
8. MEETINGS
   1. **ANNUAL GENERAL MEETINGS**
      1. Pride in Alsager must hold an Annual General Meeting (AGM) within twelve months of the date of the adoption of this constitution.
      2. An AGM must be held in each subsequent year and not more than fifteen months may elapse between successive AGMs.
      3. All members will be notified in writing or by electronic mail at least 14 days before the date of the meeting, giving the venue, date and time.
      4. Nominations for the Committee may be made to the Secretary before the meeting or at the meeting subject to sub-clause 6.4.
      5. The quorum for the AGM will be 10% of the membership or 10 members, whichever is the greater number. No business shall be transacted at the AGM unless a quorum is present. If a quorum is not present or ceases to be present during the AGM, the meeting shall be adjourned to such a time and place as the Committee shall determine. If no quorum is present at the re-convened meeting within fifteen minutes of the time specified for the start of the meeting, the members present at the time shall constitute the quorum for that meeting.
      6. At the AGM:

* The Committee will present a report on the work of Pride in Alsager over the previous year.
* The Committee will present the accounts and balance sheet for the previous year.
* The Officers and Committee members shall be elected.
* Any proposals or rule changes given to the Secretary at least 7 days in advance of the meeting will be discussed.
  1. **SPECIAL GENERAL MEETINGS**
     1. The Secretary will call a Special General Meeting at the request of a majority of the Committee or at the written request of members as outlined in sub-clause 8.2.2.

* + 1. Members may request a Special General Meeting in writing to the Chair or Secretary by at least 10 members or 10% of the membership, whichever is greater. The request must state the nature of the business that is to be discussed. If the Committee fails to give notice of a Special General Meeting within twenty-one days of the request, the members may proceed to call a Special General Meeting but in doing so, they must comply with the provisions of this constitution.
    2. All members must be given 14 days’ notice of such a meeting, giving the venue, date, time and agenda. Notice by be by telephone, email or post.
    3. The quorum for the Special General Meeting will be the same as a general meeting.
  1. **GENERAL & COMMITTEE MEETINGS**
     1. There shall be no less than 4 general meetings a year and no less than 4 committee meetings a year as set out in clause 5.3.
     2. Additional meetings of the committee may be called by the Chair or Secretary as necessary.
     3. Additional general meetings may be called by the Committee as necessary
     4. The notice for both General & Committee meetings is at least 7 days before the meeting.
     5. The quorum for Committee meetings is 4.
     6. The quorum for General meetings is 10.
  2. **RULES OF PROCEDURE FOR MEETINGS**
     1. All meetings shall be chaired by the person who has been elected as Chair.
        1. If there is no such person or they are not present, then the Vice-Chair shall chair the meeting. If the Vice-Chair is also not present, then entitled members present at the meeting may choose a chair for the meeting amongst them.
     2. All questions that arise at any meeting will be discussed openly and the meeting will seek to find general agreement that everyone present can agree to.
     3. If consensus cannot be reached, then a vote will be taken and a decision made by a simple majority of the members present.
     4. Each eligible member shall have one vote but if there is an equality of votes, then the casting vote shall depend on whether the person chairing the meeting has voted or not. If the Chair has voted on an item, they will not have an extra casting vote and the relevant motion shall fall having not achieved a majority. If the Chair has remained impartial in the vote, has abstained and there is an equality of votes, the Chair then may use their own unused vote to break the tie.

1. FINANCE
   1. An account shall be maintained on behalf of Pride in Alsager at a bank agreed by the Committee. Three cheque signatories shall be nominated by the Committee (one must be the Treasurer). The signatories must not be related or be members of the same household.
   2. All payments shall be signed by two of the signatories. For cheques, the signatories shall sign the cheque. For all other payments, a requisition note shall be signed by two signatories, and held by the Treasurer.
   3. Records of income and expenditure shall be maintained by the Treasurer and a financial report/statement given at each meeting.
   4. Officers and Committee members are responsible to members for expenditure, ensuring that it operates within budget.
   5. All money raised, or obtained by or on behalf of Pride in Alsager is only to be used to further the aims of the Group, as outlined in Clause 2.
   6. Pride in Alsager shall not trade for profit. Any surplus shall be put into general reserve and used for the development of the group.
2. RULES
   1. The Committee may from time to time make rules or bye-laws for the conduct of their business.
   2. The bye-laws may regulate the following matters but are not restricted to them:
      1. the admission of members to the Taskforce and the rights and privileges of such members;
      2. the conduct of members of the Taskforce in relation to one another;
      3. the procedure at meetings in so far as such procedure is not regulated by this constitution;
      4. the keeping and authenticating of records;
      5. generally, all such matters as are commonly the subject matter of an unincorporated association.
   3. Pride in Alsager in special general meeting has the power to alter, add to or repeal the rules or bye-laws.
   4. All bye-laws must be reviewed and approved at the first AGM after their creation.
   5. The Committee must give notice of any new rules or bye-laws at General Meetings throughout the year.
   6. The rules or bye-laws shall be binding on all members. No rule or bye-law shall be inconsistent with, or shall affect or repeal anything contained in, this constitution.
3. DISPUTES
   1. Disputes shall be dealt with in accordance with this constitution and any rules or bye-laws enacted by the Committee.
   2. Should a dispute arise between members of the about the validity or propriety of anything done by members under this constitution, and the dispute cannot be resolved by agreement, the parties to the dispute must first try in good faith to settle the dispute by mediation before resorting to litigation.
4. AMENDMENTS TO THE CONSTITUTION
   1. Amendments to the constitution may only be made at the Annual General Meeting (AGM) or a Special General Meeting.
   2. Any proposal to amend the constitution must be given to the Secretary in writing and be proposed and seconded. The proposal must then be circulated with the notice of the meeting.
   3. Any proposal to amend the constitution will require a two thirds majority of those present and entitled to vote.
   4. No amendments may be made that undermine or work against the aims of the Pride in Alsager set out in Clause 2 or to the group’s commitment to equal opportunities in Clause 4.1.
5. DISSOLUTION
   1. If a meeting, by simple majority, decides that it is necessary to dissolve the group it may call a Special General Meeting to do so. The sole business of this meeting will be to dissolve the group.
   2. If it is agreed to dissolve Pride in Alsager, all remaining money and other assets, once outstanding debts have been paid, will be donated to a local charitable organisation. The organisation will be agreed at the meeting which agrees the dissolution.

This constitution was agreed and adopted at the Inaugural Meeting of Pride in Alsager on Sunday 27th June 2021.

Signed by:

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Jacquie Karaca

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Michael Unett

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Glen Mitchell

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Josh Townshend

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Sinem Karaca

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Hazel Jinks

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Wendy Campbell

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Robert Walton

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Lizzie Harrold

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Rick Burgess