

# Dereham Walkers are Welcome Constitution

## 1 ADOPTION OF THE CONSTITUTION

The group and its property will be administered and managed in accordance with the provisions in this constitution. The constitution will be reviewed and re-adopted following each Annual Public Meeting. This is version 6, adopted April 2024.

## 2 AIM

The title of the organisation is “Dereham Walkers are Welcome”, hereinafter called Dereham WaW. The overall aim of Dereham WaW is to promote Dereham as a good location for recreational walking for the benefit of local residents, visitors and the tourism economy; it will work to improve access for all for the purpose of the enjoyment of the local countryside and facilities.

## 3 OBJECTS

Dereham WaW will work to achieve its aim by

- 3.1 monitoring Public Rights of Way (PRoW) within the Dereham Parish boundary
- 3.2 ensuring that Dereham WaW continues to meet the criteria set nationally for “Walkers are Welcome” status
- 3.3 working to maintain and improve facilities for walkers including, but not restricted to, PRoW and public transport
- 3.4 publicising local PRoW and other walking routes, Dereham WaW and the National WaW Network
- 3.5 encouraging and supporting other towns and villages, especially those in Norfolk, to become accredited
- 3.6 acting in partnership with the community, businesses, relevant groups and Local Authorities to achieve these aims

## 4 POWERS

Dereham WaW may organise events and activities, and raise funds in order to further its objects.

## 5 COMMITTEE

- 5.1 Dereham WaW will be managed by a Committee, to be reviewed at each Annual Public Meeting, having a minimum of two officers: Treasurer and Secretary. The Treasurer will be the responsible financial officer for Dereham WaW. The Secretary will be responsible for compliance with the constitution and for ensuring that decisions of the Committee are implemented in a timely manner.
- 5.2 In addition to the Treasurer and Secretary, the Committee will consist of any individuals, businesses or interested parties that share the objects of Dereham WaW.
- 5.3 The Committee will decide how other roles and duties will be shared to meet its objects.
- 5.4 The quorum for a Committee meeting will be three members.
- 5.5 The Committee will have the power to co-opt additional members and must consider any person offering themselves as a Committee member at the Annual Public Meeting.
- 5.6 The Committee will meet a minimum of four times per year.
- 5.7 Dereham WaW will hold an Annual Public Meeting to report its activities, promote its objects and seek additional Committee members.
- 5.8 The Secretary must call an extraordinary meeting of Dereham WaW if any four Committee members make such a request.

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- 5.9 Dereham WaW will retain contact details of Committee members and interested parties for the purpose of circulating minutes, notices and newsletters. This will be available to Committee members for Dereham WaW purposes only.
- 5.10 The Committee reserves the right to remove members by a two-thirds majority vote at a quorate meeting.
- 5.11 Representatives of key interested organisations will be invited to attend Committee meetings either on specific occasions or on a continuing basis; in recognition of the fact that some such representatives, such as those from the three tiers of local government (county, district and town), may be unable to take up full positions on the Committee, they will be invited as observers, able to take a full part in all meetings and Dereham WaW activity, but without voting rights (and hence not counting towards the meeting quorum).

## **6 INCOME AND PROPERTY**

All income and property of Dereham WaW will be applied solely towards the promotion of its objects.

## **7 FINANCES**

- 7.1 Dereham WaW will be operated as a not-for-profit organisation.
- 7.2 The Dereham WaW financial year will coincide with the calendar year, as from 1 January 2023.
- 7.3 The Treasurer will keep proper financial records and will report at each meeting to the Committee.
- 7.4 Accounts will be subject to independent review at the end of the financial year.

## **8 BANK ACCOUNT**

- 8.1 All monies received will be paid into a bank account in the name of Dereham WaW.
- 8.2 At least three members of the Committee will be authorised to act as signatories for cheques; cheques will be signed by any two of these members but no one will be a signatory to a payment to themselves or anyone related to them.

## **9 AMENDMENTS**

- 9.1 This constitution may be amended in accordance with the approval of a two-thirds majority vote at a quorate Committee meeting.
- 9.2 The proposal of any amendment must be circulated with the appropriate Committee agenda with at least one week's notice.

## **10 DISSOLUTION**

- 10.1 The Committee may dissolve Dereham WaW with a two-thirds majority vote at a quorate Committee meeting.
- 10.2 Any money and assets left after satisfaction of all debts and liabilities will be applied to purposes in keeping with the objects of Dereham WaW.
- 10.3 All books and documents of Dereham WaW will be placed with such a person or organisation for safe keeping as the meeting will decide.

Secretary: Ken Hawkins

Treasurer: Catherine Hawkins

Signature

Signature