CONSTITUTION

1 NAME

The charity's name is "Future Footprints".

2 THE PURPOSES OF THE CHARITY ARE:-

a) To promote the concept of the Parishes of Tockwith with Wilstrop and the surrounding area in becoming a low carbon community.

b) To educate and improve the understanding of the causes and consequences of climate change.

c) To reduce carbon year on year in our community in a measured way.

d) To encourage all residents and businesses to reduce greenhouse gases, including but not limited to, energy saving measures, travel measures, reducing food miles, community power generation and reduction of waste.

e) To encourage all residents and businesses to take measures to reduce the consequences of climate change by water conservation, tree planting and wildlife conservation.

f) To foster and grow positive attitudes toward activities in the community that relate to environmental sustainability and a reduction in pollution.

g) To share our knowledge and expertise with other communities and groups and encourage a similar mindset.

h) To engage with and report to each of the Parish Councils, where appropriate, as a matter of courtesy.

3 TRUSTEES

The charity shall be managed by a committee of trustees who are appointed at the Annual General Meeting (AGM) of the charity.

4 CARRYING OUT THE PURPOSES

In order to carry out the charitable purposes, the trustees have the power to:

a) raise funds, receive grants and donations

b) apply funds to carry out the work of the charity

c) co-operate with and support other charities with similar purposes

d) do anything which is lawful and necessary to achieve the purposes

5 MEMBERSHIP

The charity shall have a membership. People who support the work of the charity, are aged 18 or over and live in Ainsty, can apply to the trustees to become a member. Once accepted by the trustees, membership lasts for 3 years and may be renewed. The trustees will keep an up-to-date membership list.

a) The trustees may remove a person's membership if they believe it is in the best interests of the charity. The member has the right to be heard by the trustees before the decision is made and can be accompanied by a friend.

b) Members may resign at any time on written notification to the chair or verbally at a meeting.

c) Any person no longer residing in the Ainsty area will automatically cease to be a member, but may continue to be a supporter.

6 ANNUAL GENERAL MEETING – AGM

The AGM must be held every year in February or as close as possible thereafter, with 14 days notice given to all members either in writing, by post or email, telling them what is on the agenda. Minutes must be kept of the AGM.

a) There must be at least 5 members present at the AGM, of which 3 must be Trustees.

b) Every member has one vote.

c) The trustees shall present the annual report and accounts.

d) Any member may stand for election as a trustee.

e) Members shall elect between 5 and 10 trustees to serve for the next year. They will retire at the next AGM but may stand for re-election.

f) Agenda items and motions to the meeting must be supplied in writing or email to the chair of the meeting no less than seven days before the meeting date.

7 TRUSTEE MEETINGS

Trustees must hold at least 3 meetings each year. At their first meeting after the AGM they will elect the following:

I. Chair, who shall chair both General and Trustee meetings.
II. Vice Chair, deputy to the Chair as necessary.
III. Secretary, responsible for taking minutes and the distribution of papers and minutes
IV. Treasurer, responsible for the maintenance of accounts.
V. Membership Secretary, responsible for maintenance of member information

a) Trustees may act by majority decision,

b) At least 3 trustees must be present at the meeting to be able to take decisions. Minutes shall be kept for every meeting.

c) If trustees have a conflict of interest they must declare it and leave the meeting while this matter is being discussed or decided.

d) During the year, the trustees may appoint up to 2 additional trustees. They will stand down at the next AGM.

e) The trustees may make reasonable additional rules to help run the charity. These rules must not conflict with this constitution or the law.

f) The Trustee Meetings will be open to all members to attend. Members will be given 14 days notice either in writing, by post or email, telling them what is on the agenda. Members may not vote at Trustee Meetings.

8 MONEY AND PROPERTY

a) Money and property must only be used for the charity's purposes.

b) Trustees must keep accounts. The Treasurer shall provide annual statements of accounts which after examination by an independent person elected by the Trustees shall be presented at the Annual General Meeting. The most recent annual accounts can be seen by anybody on request.

c) Trustees cannot receive any money or property from the charity, except to refund reasonable out of pocket expenses.

d) Money must be held in the charity's bank account. All cheques or electronic payments must be authorised by 2 trustees.

e) None of the Trustees shall be liable:

i. For any loss of property of the organisation by reason of any proper investment made in good faith (so long as s/he shall have sought professional advice before making such an investment or
ii. For the negligence or fraud of any agent employed by him/her or by any other Trustee in good faith (provided reasonable supervision shall have been exercised);
iii. and no Trustee shall be liable by reason of any mistake or omission made in good faith by any Trustee other than wilful and individual fraud, wrongdoing or wrongful omission on the part of the member whom it is sought to make liable.

9 EXTRAORDINARY GENERAL MEETINGS

If the Trustees consider it is necessary to change the constitution, or wind up the charity, they must call an Extraordinary General Meeting so that the membership can make the decision. Trustees must also call an Extraordinary General Meeting if they receive a written request from the majority of members. All members must be given at least 14 days notice and told the reason for the meeting. All decisions require a two thirds majority. Minutes must be kept.

a) **Winding up -** The quorum for an Extraordinary general meeting shall be 10% of the membership or 4 members whichever is the largest. In the event of two consecutive meetings being inquorate, the second meeting may call a Special General Meeting to discuss dissolving the organisation. Such a special meeting will be deemed quorate. Any money or property remaining after payment of debts must be given to a charity with similar purposes to this one.

b) **Changes to the Constitution -** can be made at AGMs or General Meetings. No change can be made that would make the organisation no longer a charity.

c) **General Meeting -** called on written request from a majority of members**.**

d) Trustees may also call a General Meeting to consult the membership

e) Proposals for amendments to the constitution shall be given in writing to the Secretary at least a week before the notice of the meeting at which it is to be discussed. The proposed amendments must be circulated with the notice of meeting. Where the amendments are to 'Purpose' or 'Dissolution' or 'Amendments to the Constitution' then at least 21 days' notice must be given to all members. Any

proposal to amend the constitution will require a two thirds majority of those members present and entitled to vote.

10 SETTING UP THE CHARITY

This constitution was adopted on 29th Janaury 2024 by the people whose signatures appear below. They are the first members of the charity and will be the trustees until the AGM, which must be held within one year of this date.

Signed	**Print name and address**
_____	Barry Wright - Chairperson_____
_____	Fiona Steed - Secretary_____
_____	Arnold Warnekan – Parish Council Chairperson_____
_____	Alex Marsh – Parish Councillor_____
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