

Constitution (Revised March 2018, agreed June 2018)

1. The name of the group is the MEDWAY URBAN GREENSPACES FORUM, 'MUG Forum'.
2. The aims of the group are to:
 - 2.1 Encourage greater awareness of Medway's urban green open spaces within the boundaries of the unitary authority as a vital resource and amenity for the people of Medway and its visitors.
 - 2.2 Support action to improve and protect such facilities and ensure the greatest possible action to them by Medway's residents and visitors, including liaison with Medway Council and other community groups.
 - 2.3 Raise general awareness of threats to Medway's urban parks and green spaces.
 - 2.4 Promote Medway's urban greenspaces as a setting for Medway's urban renaissance, including the encouragement of "Friends Groups".
 - 2.5 Assist in raising standards in the quality and regeneration of these areas.
 - 2.6 Help to secure necessary funding to support the enhancement of open spaces.
3. Membership of the Forum is open to two representatives of relevant organisations as well as interested individuals sharing its aims. Any conflict of interest shall be declared prior to joining the group.
4. This Constitution shall be ratified at the first General Meeting before formal election of the group's Committee. Amendments may only be made at a General Meeting.
5. The Forum will be managed by a Committee consisting of four Officers (Chair, Vice Chair, Secretary and Treasurer) plus up to 4 other members. All Committee Members will be elected by those attending the inaugural General Meeting and will serve until the next Annual General Meeting. However the Committee is empowered to co-opt additional non-voting members at any time if a specific need arises, who may stand as a voting member at the next AGM. Medway unitary authority Councillors and Officers are welcome to attend meetings in a non-voting capacity. Other agencies may be invited to attend in a similar capacity.
6. The Committee will be responsible for enacting the aims of the Forum and may take such action as it deems necessary in pursuit of those aims, including decision on any matters not covered by this Constitution.
7. The Forum, through the Treasurer, will hold funds for the pursuance of its aims. Any such funds will be held in a suitable bank / building society account in the name of the

Forum. Cheques or other forms of payment require the signatures of at least two of the above four Officers.

8. A General Meeting is to be held annually – dates to be decided by the Committee – to include:
 - a. Election / re-election of Committee Members
 - b. Receipt of the Treasurer's Report
 - c. Authorisation of any changes to this Constitution
 - d. Monitoring actions against aims
9. All General Meetings will be called by the Secretary, giving a minimum of 21 days notice. The method of advertising such meetings will be determined by the Committee.
10. The Committee will have power to call public meetings at any time for any other purpose save that reserved for a General Meeting.
11. Open Meetings will be held quarterly or more frequently as determined by the Chair but only the members can vote.
12. Voting results at all meetings will be by a simple majority. Each Committee Member and group represented at the Forum shall have one vote subject to declaration of any pecuniary interest which will exclude a member from voting. In the event of a tied vote the result will be determined by the Chair using a second casting vote.
13. The quorum for Committee Meetings will be two Officers and at least 50% of the elected Committee
14. Four Forum Members may, at any time, request the Secretary to call a meeting of the Committee within 14 days, by submitting their request in writing.
15. The group shall be committed to the principles of equal opportunity and shall oppose any discrimination on the basis of race, gender, disability, sexuality, age, religion, political or other beliefs.
16. The Forum's existence may be terminated by a two thirds majority vote at a General Meeting. In such an event those present will decide how any funds / assets held should be disposed in pursuance of the above aims of the Forum.

As adopted at the Inaugural General Meeting held on 11 October 2006
and amended (8 b) at the Annual General Meeting held on 11 November 2009
and further amended at the Extraordinary General Meeting held on 15th March 2018

Signed:

Chair