

CARBROOKE HERITAGE GROUP

GROUP FORMATION & CONSTITUTION
9th March 2017

PRINCIPLES, AIMS AND ACTIVITY OF THE GROUP

Carbrooke Heritage Group has been established by and for the local community to create a repository of local artefacts and to record memories and experiences.

It will provide an opportunity for those involved to feel that they are valuable members of the community and to encourage an interest and pride by residents in the heritage of the area they live in. The Group wants this activity to add to the quality of life and be enjoyable and worthwhile, linking the generations and to record the past for future generations, to create a point of contact for non-local people to find out more about the village (and their ancestry), and to work with other groups in the community, towards improving local pride and amenities. All gathered information will be made available to those interested and it is hoped eventually to have it permanently available in a community access venue, and on the internet.

We plan to put on public events and presentations for the community to learn more of the Heritage of their community, some of which may also offer the opportunity to local groups for their own fundraising, and to organise visits to places of interest.

FUNDING

As this is a not for profit group, any funds received or raised will be used to sustain the work of the Group and meet direct operating costs. Regular 'report of accounts' will be presented to the Group by the Treasurer during normal meetings. Bank statements (or passbook) will be available for review at all times. The bank account at the Barclays Bank will only be accessed with the signatures of two appointed members, one of which will be the Treasurer. The account will be a 'Treasurer's Account' which shows all incoming and outgoing activity. At the end of each financial year the Chairperson, Secretary and Treasurer will sign to verify the year's accounts have been recorded accurately.

DISSOLUTION

In the event of winding up or dissolution the liquidator shall first, according to law use the assets of the Group to satisfy its debts and liabilities. Any balance of assets remaining must not be distributed among the members of the Group, but shall be transferred to some other non-profit institution/s with objectives similar to or compatible with the Group or, if for any reason residual assets cannot be transferred in accordance with this provision they shall be given for charitable purposes in the Group's area of benefit. A condition will be attached to ensure that access to collected material is maintained by the local community, past group members and any partners formed during the Group's existence, by offering the material to the local authority museum/library/archive service for access by people living in Carbrooke.

GROUP PROPERTY

Currently the Group does not have any property. Should funding be forthcoming and equipment purchased, an addendum to this document will be provided.

GROUP STRUCTURE

The group consists of a general membership and an elected Management Committee. Membership is open to anyone who has an interest in the activities of the group and agrees with the terms of the group constitution. A meeting open to all members elects the management committee annually. **Members of the management committee make appointments to the following posts annually at the first meeting of each year, and when the accounts will be presented.**

Chairperson
Secretary
Treasurer

As at **9th March 2017** the management committee agreed the following appointments:

Chairperson: Tom Thurston Secretary: Angela Weatherill Treasurer: David Saunders

Should one of the above resign, the rest of the Group will be informed at the following meeting and a new appointment made. All the above herewith sign to acknowledge their assurance that this Group will endeavour to maintain a professional and trustworthy approach to all its activities.

SIGNATORIES TO THE ABOVE

Chairperson _____ Secretary _____ Treasurer _____

GROUP MEMBERSHIP RECORDS

A register of active members will be maintained by the Secretary, and will be available for public inspection. Should there be any grievance it should be brought to the attention of the Chairperson.

SUMMARY

This Group does not intend creating complicated systems and will use this document as the basis for group policies and practice. All members both existing and new will receive a copy of this document. Amendments to this constitution can only be made through a resolution passed by a majority of members at a public meeting.

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