

Constitution of Coleford Climate Action

We owe it to our current community and future generations to act now to deal with the climate and ecological emergency and prepare ourselves for the climate changes already locked into the system. Threats such as climate change, loss of biodiversity, increased pressures on food production and natural resources, population growth and the constant need for more housing and roads are all adding serious threats and problems to our community.

Coleford Parish Council in 2023 agreed to support the forming of an Environment and Climate Group. Meetings of interested residents were held at the Hub, Coleford on 27th June and 18th July 2023. This Constitution was adopted on 3rd October 2023.

Aims of Coleford Climate Action

1. Preparing the community by adapting to the changing climate, most notably greater storms, drought and heat.
2. Protecting our precious local natural capital such as fresh air, clean water, biodiversity in order that Coleford remains a beautiful and healthy place to live, work and play.
3. Generating more local renewable energy and reducing energy use.
4. Avoiding all waste – refuse, reuse, repair and lastly recycle.
5. Buying locally and ethically.
6. Reducing water use
7. Eliminating the use of harmful chemicals in cleaning and gardening.
8. Restoring nature.
9. Supporting low carbon transport initiatives.
10. Encouraging and supporting local people and businesses to be involved in our drive to Net Zero.
11. Working with other local groups and individuals to achieve sustainable objectives with the aim to be carbon neutral by 2030.

Coleford Climate Action is comprised of interested residents, some of whom have taken on roles to ensure that the group is maintained and run effectively.

Coleford Climate Action is a local interest group. It is not part of Coleford Parish Council. Nor is it a registered charity, company or business.

Coleford Climate Action is anyone who lives in the Parish of Coleford, Somerset, or the surrounding area, who supports the aims of the group and participates in activities is a member of the group. There is no membership application process or fee.

Coleford Climate Action The group maintains a list of interested members for e mail contact. Activities are also advertised by local media, notice boards. and a Facebook page.

Coleford Climate Action offers equal opportunities – anyone can attend meetings, which will be at held at the Hub, or an alternative accessible location.

Appendix

The Annual General Meeting and Other Group Meetings

An Annual General Meeting (AGM) will be called by the Chair or a named role holder and will normally take place during a general group meeting. Residents will be notified by publicity for the AGM and other meetings, with at least 14 days' notice. Items for general discussion can be submitted on the day of the meeting.

Coleford Climate Action AGM process

A quorum will be three named role holders.

The AGM will:-

- Elect the Chair and other role holders for the following year (the list at September 2023 is shown below)
- Consider the group's financial position and make a recommendation as to the accuracy of accounts
- Consider achievements and set projects for the coming year
- Make changes to the constitution if required
- Decide whether the group should be dissolved and what should be done with any funds held at dissolution.

The Secretary will record and publish information presented, decisions and role holders.

Decisions by consensus will be sought for all matters. If a consensus cannot be reached, the decision will be made by a majority vote, with the Chair having a casting (second) vote.

Other meetings may be held at any time and called by any named role holder.

Named Role Holders – as at September 2023

Chair - Melanie Moulding - Chairing and calling meetings

Secretary - Libby Meyrick - agendas, AGM minutes and meeting process

Treasurer - Allison Still - financial records and bank account

Communications - Dan Hopkins - Sharing the actions and ideas of CCA

Youth Liaison – Amber Gray - liaising with youth groups in the Parish

These roles will form the core of the Steering Group, with other active members joining as needed. Three of these role holders will be signatories for the Group's Bank Account (see below)

Other people will be invited to become project leads (known as co-opting). They may be members of the group but can come from outside the community and will normally be co-opted because they have particular skills or knowledge (such as fundraising or accountancy or in any areas particular to the aims of the group).

Finances

The group expects to maintain a budget of *not more than £10,000*, depending on projects proposed and available grants. The group will make applications for grants, *which are expected to be the main income*. The group will spend income only on approved projects and budgets that comply with its aims, including any necessary equipment, materials or contract work.

The CCA bank account will be held at a suitable ethical banking establishment and will be appropriate for the not-for-profit sector. Any changes to the account will require a meeting decision to be recorded.

There will be at least three signatories to the account (so that there are always two available to authorise payments). Each transaction will require two signatures.

Records of income and expenditure will be maintained by the Treasurer and an annual statement of accounts given at each AGM.

Constitution Approval

Approved by the meeting held on 3rd October

Approval witnessed by the following role holders:-

Signature 1 :

Name :

Signature 2 :

Name: