

FRIENDS *of* MEADS

PARKS *and* GARDENS\*

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C O N S T I T U T I O N

**Principle aim**

The aim of the Friends is to help to maintain, improve, restore and enhance the quality of the public gardens and parks within Meads for the enjoyment and benefit of all Meads residents and visitors.

**Meads parks and gardens constitute:**

* **The Helen Garden** (postcode BN20 7GD) Below the Downs at the western end of the seafront. Just over 2km south west of the pier.
* **The Italian Garden** (postcode BN20 7XB) Below the Helen Garden at the western end of the seafront 2km south west of the pier.
* **All Saints Park** (postcode BN20 7GD) Part of the grounds surrounding the former All Saints Convalescent Home 2km south west of the pier on the inland side of King Edward’s Parade.

**Specific objectives:**

1. To increase the use of Meads parks and gardens, and enhance the recreational opportunities within them to all Meads residents and visitors.
2. To influence and raise funds for projects, as agreed upon by the Friends, for their improvement.
3. To work with Eastbourne Borough Council and other government bodies over the management, maintenance and development of the parks and gardens.
4. To ensure that the Friends group is inclusive and representative of the local community.
5. To encourage the responsible authorities to make the parks and gardens safe and pleasant, both now and for the future.
6. To enhance and preserve wildlife and conservation, play facilities, heritage and recreational facilities within these areas.

**Organisation**

The Friends will consist of paid-up members who agree to help advance these specific objectives. All members of the public will be welcome to join as individual members. There will be no specific or formal representation of special interest groups. Membership shall be on payment of a reasonable one-off fee, which will provide lifelong membership, the amount to be agreed from time to time by the membership, and which is currently £10.00 per household.

The activities of the Friends group will be managed by a committee of at least eight paid up members.

A bank account will be opened in the name of Friends of Meads Parks and Gardens. Any cheques for expenditure will require the following committee members to be signatories: Treasurer and Chairperson.

**The Committee**

This will consist of:

1. Chairperson
2. Secretary
3. Treasurer
4. At least five committee members

Election to the committee shall be by annual election, at an Annual General Meeting of current members. Members to be notified of the meeting at least one month in advance. Nominations of individuals wishing to serve on the committee to be submitted to the Secretary at least 14 days prior to the advertised date of the AGM.

Other persons whom the committee considers to be capable of providing useful additional input may be co-opted during the course of any year. Those co-opted must stand down or seek election at the end of that calendar year.

**Role of Chairperson**

Point of contact and spokesperson for the Group; facilitate meetings and ensure they run in a productive, unbiased and timely manner.

**Role of Treasurer**

Management of the Friends’ bank account; keep receipts and record all income and expenditure of the Group. He/she will prepare accounts each financial year for presentation to the full Annual General Meeting of the members and will arrange for their independent examination.

**Role of Secretary**

Taking and producing minutes; letter and email writing; organising meetings, booking venues etc.

**Activities**

The Committee proposes to:

1. Hold regular members’ meetings for feedback, discussions and reports of progress and to act as a forum for new proposals and ideas both from the committee and members.
2. Invite and consult relevant special interest groups to attend meetings as and when necessary.
3. Hold regular follow up meetings for committee members to take forward any proposals and ideas that have been agreed upon.
4. Hold meetings to canvas opinion on projects being considered and to raise awareness of them.
5. Organise and manage events to raise funds for agreed projects.
6. Inform local people, schools, businesses, special interest and other community groups of the Friends’ activities and strive to fully involve them.
7. Take forward suggestions and plans for activities to pursue the aims of the Friends’ group.
8. Communicate the Friends’ activities in a publicly accessible manner.
9. Use appropriate forms of media to publicise the Friends’ activities

**Ethos**

The Friends aim to:

1. Ensure that the Friends group is inclusive and representative of both the local community and Meads parks and gardens visitors.
2. Keep everyone informed of meetings, invite members to work in areas they are both interested in and comfortable with and provide mutual support to all those involved in Friends’ activities.
3. Ensure, as far as possible, that decisions are reached by consensus rather than by voting.
4. Encourage all members to be involved through taking part in decision making, choosing projects and supporting events.

**Dissolution**

After discharging any liabilities of the Friends, any remaining assets shall be transferred to another voluntary organisation having similar objectives to, and controlled by, similar rules to those of the Friends.

\* Referred to in this document as ‘the Friends’