

## CONSTITUTION OF: KENT LANDHOLDERS ASSISTING WILDLIFE (KLAW)

ADOPTED ON 22<sup>nd</sup> April 2021

### 1. Name

The name of the Group shall be: Kent Landholders Assisting Wildlife (KLAW)

### 2. Aims

The aims of the Group shall be to:

- Support landholders, land managers and community groups who are keen to conserve, promote and support wildlife on their land.
- Support members to assess, plan and implement good habitat management.
- Facilitate education and learning activities related to conservation, regeneration, sustainability for landowners, land managers, community groups and community members.
- Work in partnership with member organisations to promote conservation, wilding activities, biodiversity and regenerative agriculture.
- Promote and facilitate environmental and conservation volunteering opportunities.
- Advocate and promote wildlife conservation and regenerative activities across Kent.
- Promote cross fertilisation of ideas within the group, learning from each other and recognising the good work that is being done by group members.

### 3. Powers

In order to achieve its aims the Group may:

- a) Raise money
- b) Open bank accounts
- c) Take out insurance
- d) Host volunteers
- e) Employ staff
- f) Acquire and manage buildings
- g) Organise courses and events
- h) Organise educational and learning activities
- i) Work with other groups and exchange information
- j) Distribute of grants to member and member organisations
- k) Do anything that is lawful which will help it to fulfil its aims

### 4. Landholder and Supporter Membership

(a) Landholder Membership of the Group shall be open to any person over 18 or any individuals or organisations with direct control of one or more identifiable areas of land within Kent who are interested in helping the Group to achieve its aims, willing to abide by the rules of the Group and willing to pay any Landholder membership subscription agreed by the Management Committee.

(b) Membership shall be available to anyone without regard to gender, race, nationality, disability, sexual preference, religion or belief.

(c) Every individual Landholder member and each organisation shall have one vote at General Meetings.

(d) Supporter membership of the Group shall be open to any person over 18 or any individuals or organisations who are interested in helping the Group to achieve its aims, willing to abide by the rules of the Group and willing to pay any Supporter membership subscription agreed by the Management Committee.

(e) The membership of any member may be terminated for good reason by the Management Committee but the member has a right to be heard by the Management Committee before a final decision is made.

(f) All individual members and groups members (Landholder and Supporter) are welcome to attend group meetings. Each member organisation may appoint a representative to attend meetings of the Group and notify the Group's Secretary of that person's name.

## 5. Management

- a) The Group shall be administered by a Management Committee of the Officers and not more than 4 other members elected at the by the Landholder Member Group and announced Annual General Meeting (AGM).
- b) The Officers of the Management Committee shall be: the Chairperson, the Treasurer, and the Secretary.
- c) The Management Committee shall meet at least 4 times a year.
- d) Meetings may take place or online at the discretion of the Management Committee.
- e) The Chairperson shall Chair all meetings of the Group, if they are unable to Chair a meeting the Secretary shall Chair in their place.
- f) The quorum for Management Committee meetings shall be 5 members.
- g) Voting at Management Committee meetings shall be by show of hands. If there is a tied vote then the Chairperson shall have a second vote.
- h) The Management Committee may by a two-thirds majority vote and for a good and proper reason remove any Committee member, provided that person has the right to be heard before a final decision is made.
- i) The Management Committee may appoint another member of the Group as a Committee member to fill a vacancy provided the maximum number is not exceeded.
- j) The Management Committee may seek to gain expert advice from individuals and organisations in order to provide its members with access to relevant guidance and up to date information. By decision of the Management Committee, advisors may be invited to become non-executive members of the management committee to provide informal steer but without voting rights. These advisors will have separate agreements for how they interact with the group, as agreed by the Management Committee, and treated on a case by case basis.
- k) Each officer of the Management Committee shall normally be expected to hold the post for two years, after which the Officers post will be open for an election. Previous or current serving Officers are welcome to stand for election an unlimited number of times.

## 6. Duties of the Officers

(a) The duties of the Chairperson are to:

- chair meetings of the Committee and the Group

- represent the Group at functions/meetings that the Group has been invited to
- act as spokesperson for the Group when necessary
- delegate specific executive responsibilities to named individuals as agreed

(b) The duties of the Secretary are to:

- take and keep minutes of meetings
- prepare the agenda for meetings of the Committee and the Group in consultation with the Chairperson
- maintain the membership list
- deal with correspondence
- collect and circulate any relevant information within the Group

(c) The duties of the Treasurer are to:

- supervise the financial affairs of the Group
- keep proper accounts that show all monies collected and paid out by the Group

## 7. Finance

- Any money obtained by the Group shall be used only for the Group.
- Any bank accounts opened for the Group shall be in the name of the Group.
- Any online banking payments issued shall be approved by the Treasurer and one other nominated official.

## 8. Annual General Meeting

- The Group shall hold an Annual General Meeting (A.G.M.) in the month of March.
- All members shall be given at least fourteen days' notice of the A.G.M. and shall be entitled to attend and vote, or nominate proxy to vote. The quorum for an AGM shall be 8 members.
- The business of the A.G.M. shall include:
  - receiving a report from the Chairperson on the Group's activities over the year
  - receiving a report from the Treasurer on the finances of the Group
  - electing a new Management Committee when required and
  - considering any other matter as may be decided.

## 9. Special General Meeting

A Special General Meeting may be called by the Management Committee to discuss an urgent matter. The Secretary shall give all members fourteen days' notice of any Special General Meeting together with notice of the business to be discussed. All members shall be entitled to attend and vote.

## 10. Alterations to the Constitution

Any changes to this Constitution must be agreed by at least two-thirds of those members present and voting at any General Meeting.

#### 11. Dissolution

The Group may be wound up at any time if agreed by two-thirds of those members present and voting at any General Meeting. In the event of winding up, any assets remaining after all debts have been paid shall be given to another Group with similar aims.

This constitution was adopted at a general meeting of the Group on

22<sup>nd</sup> April 2021

Signed by:

Chairperson:

Secretary:

Treasurer:

Other Committee members: