

Climate Action Preston Constitution

Organisation name

Climate Action Preston (from now on referred to as 'the group')

Purpose

To reach net zero carbon emissions for Preston by 2030, and to add to global pressure on world leaders to stop the burning of fossil fuels.

Objectives

- Continuously educate ourselves about climate change (the problems, solutions and political situation)
- Hold our elected representatives to account
 - Ensure that elected representative including Preston City Council and Lancashire County Council take the climate emergency seriously
 - Help them to understand their impact on climate change and the wider implications this has on people and planet
 - Work with them to create and implement an action plan focused on sharply reducing emissions
- Raise public awareness
 - Help local people to understand what climate change is, why it is a problem and what they can do to fight it
 - Engage with local people in positive and encouraging ways, while being clear about the urgency and scale of the problem
 - Work with key community groups such as local schools, businesses and faith groups to reach as wide an audience as possible and to help prepare children for the future
- Make connections
 - Liaise with other local environmental groups so that we can share skills and experience and in order to increase our influence with elected representatives
 - Provide a forum for local people to come together and talk about climate change, expressing concerns, supporting each other and working together to combat it
 - Attempt to engage with as many different people in Preston as possible, regardless of age, gender, race, religion, sexual orientation, income, disability etc. in order to understand the opinions of the diverse range of people living and working in our city
- Put local solutions into action
 - Consider which issues are most important to us and create focus subgroups to work on these different areas
 - Research solutions to climate issues which have worked in other areas and implement them in Preston
 - Use our range of skills, experience and knowledge to put in place practical solutions to climate change in our own situations (e.g. in our homes, schools, places of work and any other area where we have some influence)
- Contribute to the global fight against climate change
 - Stay in touch with other climate action groups across the UK via Friends of the Earth
 - Utilise any other forum for connecting with like-minded people in our country and across the world (e.g. through organisations like Greenpeace and Extinction Rebellion)
 - Put pressure in non-violent ways (e.g. through supporting school strikes, peaceful protests and signing petitions) on local and central government to stop burning fossil fuels

Format

Anyone with an interest in tackling climate change in Preston is welcome to join the group. We are a not-for-profit group, registered with Friends of the Earth and all our members are volunteers. We are covered by Friends of the Earth's insurance policy. Our committee ensures the smooth running of the group. We will have several subgroups to focus on specific elements of climate change, and these subgroups will change as we see fit.

Committee Position	Responsible for...	Role filled in 2020 by...
Chair	Organising and leading whole-group meetings, touch-basing with all subgroups, controlling the mailing list, dealing with complaints, ensuring money is used appropriately, driving the group forward and ensuring actions are carried out to meet our objectives	Sonia Phillips climateactionpreston@gmail.co.uk
Vice-chair	Supporting the Chair, stepping in when the Chair is unavailable e.g. due to illness, dealing with complaints against the Chair	
Treasurer	Setting up and managing the group bank account, working with subgroups to agree budgets, keeping accounts, considering avenues of fund-raising	Malcolm Peacock
Secretary	Taking minutes at whole-group meetings (and at subgroups meetings as appropriate), typing these up to be made available to the group	Rosy Townsend Alan Willis Marjorie Drake
Social Media Secretary	Managing the Facebook, Twitter and Instagram accounts for the group, dealing with inappropriate comments etc.	Vicki Hanley
Advertising Secretary	Producing materials to advertise meetings and events e.g. flyers, writing press releases when necessary, liaising with relevant groups to advertise events	Neil Darby
Blog Editor	Accepting post submissions for the group blog, proofreading and quality-checking these, writing blog posts, ensuring continuity when publishing blog entries	Jennifer Hanley
Education Subgroup Leader	Organising and leading subgroup meetings when necessary, communicating with members of the subgroup and delegating roles as appropriate, setting relevant targets and managing action plans	Sonia Phillips
Transport Subgroup Leader		Sonia Phillips (temp)
Tree Planting Subgroup Leader		Jennifer Hanley

Annual General Meetings

We will hold an annual general meeting (AGM) at which committee members will be voted in and changes may be made to the constitution. Emergency AGMs may be necessary to make any further changes during the year. For changes to be valid, an AGM must have a quorum of at least 50% of the committee present and this must include either the Chair or Vice-Chair. Changes must be proposed by a committee member and seconded by a different committee member. There must be opportunity for any member of the group present at the AGM to make an objection before a change is passed. There must be at least one week of notice for all members of the group before an AGM takes place. In situations where a vote is deemed necessary, the majority vote wins and the Chair will have the deciding vote in the event of a tie.

Other Meetings

The group will aim to meet once a month to discuss progress made and consider new ideas. Subgroups may choose to meet as regularly as they wish and should feedback decisions made at their meetings to the Secretary or Chair. Whole group meetings will be open to anyone. Subgroup meetings will be open to members of the group who are interested in tackling that specific area, or to the general public as appropriate.

Membership

In order to confer voting rights at meetings, there will be a formal requirement to become a member of the group. Membership incurs making a formal public pledge to support the group and providing a name and contact details. Each member is entitled to one non-transferrable vote and to receive updates and invitations to meetings. The group will take account of legal requirements regarding the storage and use of contact details of members and personal information will not be shared with external bodies. There will be a voluntary annual subscription fee for members, which will go towards the running of the group (suggested amount £5).

Complaints

Should any member of the group have a complaint about any other member or the running of the group, they can either speak to the Chair informally or make a formal complaint to the Chair in writing. The Chair will then attempt to deal sensitively, confidentially and appropriately with the complaint. Complaints against the Chair should be made in the same way to the Vice-Chair.

Finances

Any monies collected or held by the group will be administered by the Treasurer. All spending decisions must be approved by the Chair and counter-signed by one other signature from any other member of the committee.

Dissolution

Dissolution of the group will be at an AGM. In the event of a majority of members voting for dissolution of the group, all finances accrued will be donated to a Preston-based charity chosen by a group vote.

Adoption of the Constitution

This constitution was adopted by the membership of the group at the meeting held on: 11th January 2020.

I certify that this is a true document.

Signed: Sonia Phillips (Chair)

Date of Certification: 11th January 2020