



# Constitution of Brentwood Climate Action

Agreed at AGM on 20 October 2023

## Name, Aims and Objectives

1. The **name** of the group shall be 'Brentwood Climate Action'.
2. The group shall work within the **geographical area** of Brentwood & Ongar Parliamentary Constituency and affiliate to Friends of the Earth.
3. The **aims** of the group are:
  - a. (TAKE ACTION) Take community-wide action to tackle the climate emergency and be a focus for such action in Brentwood Borough.
  - b. (COMMUNICATE & EDUCATE) Inform local stakeholders, citizens and young people about the climate emergency and the potential for action.
  - c. (SPEAK TRUTH TO POWER) Challenge national and local government, business, civil society and other community groups and organisations on the actions they must take to deal with the climate emergency.
  - d. (INCLUSIVE INVOLVEMENT) Engage with a wide range of people, especially young people, across all environmental, cultural, faith, community and political organisations wishing to take action to tackle the climate emergency.
4. **Objectives** in order to achieve its aims the group may:
  - a. Raise money
  - b. Open a bank account
  - c. Organise and attend events
  - d. Carry out projects
  - e. Use the media
  - f. Lobby elected representatives
  - g. Work with other groups and exchange information
  - h. Do anything that is lawful which will help it to fulfil its aims

## Membership

5. Membership of the group is open to **any person** supporting the aims of the group. Anyone under the age of 16 wishing to join should be accompanied by a parent or guardian.
6. Membership is **open** to anyone without regard to gender, race, nationality, disability, sexual preference, religion or belief.
7. Every member shall have a chance to share their opinion at meetings and **vote** in taking key decisions.
8. The group has the right and responsibility to suspend or expel a member who has brought the name of the group into disrepute, acted inappropriately, or been deemed to work against the aims of the group. Such a **decision** can only be made by quorum (5%) decision at a meeting of the group, after at least 14 days' notice has been given to all members.

## Management & Governance

9. Meetings should be organised regularly, be held in **accessible venues** and advertised publicly to encourage new members to join.
10. The group will manage **members' details** in accordance with the latest General Data Protection Regulations.
11. The group will have one main point of contact and one or more group organisers including a **Chair, a Secretary and a Treasurer** who shall report on progress in the previous year and be elected annually at meeting of all members. These organisers will form a Steering Group and meet regularly to manage members, meetings and events.
12. The group can open a bank or building society **account** in the name specified above. It will have three signatories to the account, of whom two shall be required to record approval on any transaction made from this account.
13. Any **money** obtained by the group shall be used only for the group.

## Termination

14. The group shall be **wound up** by a vote at a General Meeting called for that purpose. Notice of intention to wind up the group must be sent to all members at least 14 days before any such meeting.
15. At the meeting where it is decided to close the group, a decision shall also be taken as to what shall be done with any **remaining funds**.