



The Aldridge Shed Constitution

Our group is named the Aldridge Shed.

The Aldridge Shed will be a workshop and social environment based upon the ethos of the 'UK Men's Shed Association'. The Aldridge Shed will not be gender or age specific, however, prospective members must be over 18 to apply.

Aims and purposes:

- To provide a base or bases for its members to connect with others while participating in group, community or individual projects.
- To provide opportunities for socialising in safe, friendly environments while at the same time endeavouring to provide the space, expertise and facilities for its members to pursue hobbies, crafts and creative activities.
- To undertake projects which are acceptable to the group and which are of benefit to the individuals involved and the wider community.
- To endeavour to assist its members to maintain or improve their health and well-being as a result of participation alone, while hopefully making new friends and enjoying working on a range of projects. It is hoped that this in-turn will have 'knock-on' benefits to relationships with 'nearest and dearest' and the wider community at large.

Trustees:

The Aldridge Shed will be managed by a committee of trustees appointed at the group 'Annual General Meeting' (AGM). The Aldridge Shed will be organised and run by its members via a 'Committee of Trustees' representing its members. It will be managed by its trustees in a democratic, good-humoured and open way as set out in this constitution.

Carrying out the purposes:

The trustees will have powers to:

- Raise funds, receive grants and donations.
- Apply funds to carry out the work of the group.
- Co-operate with and support other groups and charities with similar purposes.
- Do anything lawful and necessary to achieve the aims and purposes of The Aldridge Shed.

Trustees Committee:

The trustees committee will be responsible for the financial and social well-being of the group.

The trustees committee will be made up of not less than five (5) people and a maximum of nine (9) people. The committee will ensure that there are always named trustees in the role of Chairman, Treasurer and Secretary.

The committee cannot sit with less than one third of trustees present and must meet a minimum of four (4) times a year.

Members of the trustees committee can elect from the general membership from time to time additional committee members, as required. They will stand down at the next AGM

Invitees may attend trustee's committee meetings from time to time as required. Invitees are not allowed to vote.

The trustee's committee will keep minutes of all meetings and all other members of the group will be informed of the decisions they make and the work they do by any of the following methods:

Letter, phone, notice board, group e-mail, group text, website social media, word of mouth etc.

Any changes or additions to this constitution will be discussed and decided upon a 'majority decision' by the trustee's committee.

Money and property:

Money and property must be used only for the group's purposes, in accordance with the Financial Policy.

Money must be held in the group's bank account. All financial activity will be overseen by the Treasurer and signed by two of the Chairman, Vice Chairman, Treasurer, Secretary or Vice Secretary.

Accounts will be kept and made available at every committee meeting and upon request. The most recent annual accounts can be seen by anybody on request.

Members of the committee cannot receive any money or property from the group, except to refund reasonable out of pocket expenses, in line with the Financial Policy.

Membership:

All members will be required to fill in an application form and read and sign the Code of Conduct and Health and Safety Statement, agreeing to be bound by the rules there in.

People can apply to become a member and once accepted, may at some later time, be required to add-to or amend application information and personal details.

If a member wishes to make a voluntary donation of any kind, it will be entirely up to the individual and almost certainly most gratefully received by the Shed.

Although a social and relaxed Shed is the aim of this constitution, minor breeches of rule will incur a warning system similar to the ACAS rule of one informal and two written warnings. All warnings have a life span of twelve (12) months and require the approval of three (3) trustees.

In the event that it is the opinion of the responsible person present that immediate action is required to prevent significant loss or harm, a member may be asked to leave a session and the trustees notified.

Trustees may remove a person's membership if they believe it is in the best interests of the group. The member has the right to be heard by the trustees and be accompanied by a friend if required.

Annual General Meeting-AGM:

The AGM must be held every year, with fourteen (14) days notice given to all members telling them what is on the agenda. Minutes must be kept of the AGM.

- (1) There must be at least five (5) members present at the AGM.
- (2) Every member has one vote.
- (3) The trustees shall present the annual report and accounts.
- (4) Any member may stand for election as a trustee.

