

Tamar Toll Action Group Constitution

1. Name

The name of the group shall be Tamar Toll Action Group (TTAG)

2. Aims

The aims of Tamar Toll Action Group are:

- Abolition of the Toll to cross the Tamar.
- To progress agreed actions to the overall greatest benefit of the Bridge and Ferry users.
- To suggest increases in efficiency and effectiveness of services
- The committee will seek to work with the Crossings' management and Joint Committee in the interests of all users.

3. Membership

Membership of the TTAG Facebook group is open to people wishing to support the campaign aims. Anyone wishing to receive regular updates by email is asked to contact the Membership Secretary and provide their name, postcode and email address.

A list of members will be kept by the Membership Secretary.

Any offensive behaviour, including racist, sexist or inflammatory remarks, will not be permitted. Anyone behaving in an offensive way may be asked not to attend further meetings or to leave the group if an apology is not given or the behavior is repeated. The individual concerned shall have the right to be heard by the management committee, accompanied by a friend, before a final decision is made. The committee reserves the right to exclude anyone for any behaviour listed above

4. Officers and committee

The business of the group will be carried out by a Committee elected at the Annual General Meeting. The Committee will meet as necessary and not less than four times a year (this may be combined with a General Meeting). Voting on decisions may be carried out at formal meetings using electronic means where appropriate and agreed by a simple majority.

The Committee will consist of up to 20 members, and must include the officers listed below:

Chair - who shall chair both general and committee meetings

Deputy Chair - who shall chair general and committee meetings in the absence of the Chair

Minutes Secretary - who shall be responsible for the taking of minutes and the distribution of all papers

Membership Secretary - who shall be responsible for keeping records of members

Treasurer - who shall be responsible for maintaining accounts

Social Media -- who shall be responsible for promoting the group online

Roles may be combined, and in the event of an officer standing down during the year a replacement will be elected at the subsequent Committee meeting..

- Committee meetings may be called by the Chair or Minutes Secretary. Committee members must receive notice of meetings at least 7 days before the meeting, although may agree to less.

The quorum for Committee meetings is 50% of Committee members, including at least two Officers.. Meetings of the Committee will be open to any member of the TTAG wishing to attend, but 7 days' prior notice must be given due to venue criteria. These members are entitled to speak but not vote.

Any committee member not attending consecutive meetings may be contacted by the committee and asked to resign, which may be enforced by a committee vote.

5. General Meetings

5.1. Annual General Meetings

An Annual General Meeting (AGM) will be held within fifteen months of the previous AGM.

All members will be notified by email and social media at least 3 weeks before the date of the meeting, giving the venue, date and time.

Nominations for the Committee may be made to the Secretary before the meeting, or at the meeting if no prior nomination has been received. Such must be seconded by another member and validated by the nominee, who may submit a short statement of their suitability.

The quorum for the AGM will be 1% of the membership or 15 members, whichever is the lesser number.

At the AGM:-

The Chairman will present a report of the work of the TTAG over the year.

The Treasurer will present the accounts of the TTAG for the previous year.

Any other reports or proposals from the Committee may be received.



The officers and Committee for the ensuing year will be elected.

Any proposals given to the Secretary at least 7 days in advance of the meeting will be notified to all members and added to the agenda for discussion.

5.2 General Meetings

General Meetings are open to all members and at least one will be held every year in addition to the AGM, and more often if necessary.

All members will be given two weeks' notice of such a meeting, giving the venue, date, time and draft agenda, and notice may be by telephone, email or post.

Any proposals given to the Secretary at least 7 days in advance of the meeting will be discussed.

The quorum for any General Meeting will be 1% of the membership or 15 members, whichever is the lesser number.

5.3 Special General Meetings

The Secretary (or any officer) will consider calling a Special General Meeting at the request of three of the committee or at least ten members, giving a written request to the Chairman or Secretary stating the reason for their request.

The meeting, if approved, will take place within twenty-eight days of the request,

All members will be given a minimum of one week's notice of such a meeting, giving the venue, date, time and agenda, and notice may be by telephone, email and social media.

The quorum for the Special General Meeting will be 1% of the membership or 15 members, whichever is the lesser number.

5.4 All members present at any of the meetings are entitled to a vote.

6. Rules of Procedure for meetings

If the Chair is not present, the Deputy Chair shall chair the meeting.

If neither are present, the first item of business will be to select an Acting Chair from the Committee members present, which may require a vote.

All agenda items will be discussed openly, and the meeting will seek to find general agreement that everyone present can agree to.

If a consensus cannot be reached, a vote will be taken and a decision will be made by a simple

majority of members present and entitled to vote. If the number of votes cast on each side is equal, the chair of the meeting shall have an additional casting vote. If more than two options are presented and none achieves majority support, the least popular option will be removed and a re-vote taken until that is achieved.

AOB may be taken at the discretion of the Chairman presiding.

7. Finances

An account will be maintained on behalf of the Association at a bank agreed by the committee.

Three signatories will be nominated by the Committee (one to be the Treasurer). The signatories must not be related nor members of the same household.

All payments will be validated by two of the signatories in an appropriate method.

eg. For cheque payments, the nominees will sign the cheque.

For other payments (such as BACS payments, cash withdrawals, debit card payments or cash payments), a requisition note or other process will be verified by two signatories, and recorded by the treasurer.

Records of income and expenditure will be maintained by the Treasurer and a financial update statement given at each meeting.

All money raised by or on behalf of the TTAG is only to be used to further the aims of the group, as specified in item 2 of this constitution.

8. Amendments to the Constitution

Amendments to the constitution may only be made at the Annual General Meeting or a Special General Meeting.

Any proposal to amend the constitution must be given to the Secretary in writing. The proposal must then be circulated with the notice of meeting.

Any proposal to amend the constitution will require a two thirds majority of those present and entitled to vote.

10. Dissolution

If a decision is taken at a meeting, by simple majority of those present, that it is necessary to close down the group a Special General Meeting will be called to do so. The sole business of this meeting will be to dissolve the group.

If 75% of members present agree to dissolve the group, all remaining money and other assets, once outstanding debts have been paid, will be donated to a local charitable organisation. The organisation will be agreed at the meeting which agrees the dissolution.

11. Validation

This constitution was discussed at the inaugural General Meeting, and agreed by the Interim Committee at their meeting on the date below, to be ratified at the next Special General Meeting.

Date of meeting where Interim Committee agreed the Constitution: 26, July, 2022

Name and position in group
MEL PRISTON - Chair

Signed ..

Name and position in group
SCOTT SLAVIN - Deputy Chair

Signed ..

Name and position in group
LEE LIDSTONE - Treasurer

Signed

Updated
V4 - 26th July 22