

Transition Town Lewes Constitution

1) Name

The name of the group shall be Transition Town Lewes (referred to in this document as TTL).

2) Aims

The core purpose of TTL is to mobilise and facilitate community action in order to respond effectively and positively to climate change and peak oil.

TTL achieves this core purpose through the following aims:

- raising awareness of the issues of climate change and peak oil in the Lewes area
- providing a framework for an effective response to climate change and peak oil, including facilitating the creation of an Energy Descent Plan
- working with people and groups already engaged with these issues
- empowering people in the Lewes area to respond positively to climate change and peak oil

3) Powers

In order to achieve its aims TTL may:

- a) Raise money
- b) Open bank accounts
- c) Take out insurance
- d) Employ staff
- e) Organise courses and events
- f) Work with similar groups and exchange information and advice with them
- g) Do anything that is lawful which will help it to fulfill its aim.

4) Membership

Our membership is open and free to anyone in the Lewes area who is:

- interested in helping TTL to achieve its aims, and
- willing to abide by the agreements and principles of TTL

We do not discriminate on the grounds of gender, disability, political or religious affiliation, race, sexual orientation, marital status or age.

5) Management

Transition Town Lewes is a federation of groups interested in different issues (such as food, transport, waste etc), all working to support and deliver the core purpose of TTL. Each group has its own terms of reference and core purpose.

TTL is supported by 3 enabling groups, the Finance Group, the Communications Group and the Trust, Risk and Liability Group.

The active TTL membership consists of all the members of all the groups.

The whole of TTL is governed by a set of principles which were agreed by the representatives of the above groups. The way TTL members operate is determined by these principles. If any TTL member acts in a way that is at odds with these principles, his/ her actions can be challenged by other TTL members. The principles can only be changed at a meeting of the TTL Steering Group open to all TTL members.

The TTL Steering Group

The representatives from each of the groups (known as Group Contacts) meet monthly at the TTL Steering Group. Any member of TTL may attend the Steering Group. The Steering Group rotates the chair. These meetings are the main way in which groups and individuals are held to account.

Any member of TTL can call a meeting of the Steering Group to discuss an urgent matter or an amendment to the TTL principles. The caller of the meeting shall give all members fourteen days notice of any such meeting together with notice of the business to be discussed.

Management of individual groups

Each group nominates a Group Contact. They act as the point of contact for the group. They help the group to function well by ensuring that s/he or another member of the group does the following:

- Arranges meeting dates and venues
- Ensures there is a chair and note taker at each meeting
- Keeps in touch by email or other means
- Takes information to and from meetings of the Steering Group
- Recruits new members to the group
- Networks with other groups inside and outside of TTL
- Keeps people engaged and enthusiastic

6) Finances

- a) All monies received by or on behalf of TTL shall be applied to further the aims of TTL and for no other purpose.
- b) TTL has one bank account opened in the name of TTL.
- c) Any cheques issued shall be signed by two of the nominated members of the Finance Group.

The duties of the Finance Group are to:

- manage the TTL bank account and
- ensure proper records are kept showing all monies received to and paid from the TTL bank account and
- report to the Steering Group
- produce the annual TTL accounts

7) Alterations to the Constitution

Any changes to this Constitution must be agreed by a majority of those members present at a meeting of the TTL Steering Group.

8) Dissolution

TTL may be wound up at any time if agreed by two-thirds of those members present at a Steering Group Meeting or at a Special General Meeting. In the event of winding up any assets remaining after all debts have been paid shall be given to another group with a similar aim.

9) Adoption of the Constitution

This Constitution was adopted on _____ by _____

Name.....
Address
.....
Signed.....

Name.....
Address
.....
Signed