

CONSTITUTION OF RODINGTON PARISH PATHWAYS PARTNERSHIP

- 1. Name:** The name of the group shall be the Rodington Parish Pathways Group (RPPG)

- 2. Core Purpose:**
Rodington Parish Pathways Partnership's core purpose is to ensure that all rights of way are accessible and maintained within the Parish boundaries coterminous with Longdon on Tern for the benefit of the public.

- 3. Rodington Parish Pathways Partnership aims to:-**
 - a) Work in partnership with the Parish Council and Telford and Wrekin in order to improve access and signage of our public rights of way.

 - b) Work with local land-owners and the relevant interested parties, including the Ramblers Association.

 - c) Inform people about the permissive and mandatory footpaths and rights of way in the Parish and where possible provide clear interpretations of historical relevance and wider interest (flora and fauna) to people. In this, to work with the local history group and Shropshire Wildlife Trust.

 - d) Identify the definitive rights of way within the Parish and the connecting routes to/from other Parishes, together with access to canal towpaths by working with others, including the Shrewsbury and Newport Canal Trust.

 - e) Establish and maintain a Parish Paths Partnership between the said group and Rodington Parish Council and Telford and Wrekin Council.

4. Membership:

4.1 The membership is open to anyone regardless of ethnicity, culture, gender, age or sexualorientation who:

- Is aged 16 years and above (no upper age limitations). *NB. This does not exclude anyone under the age of 16 from volunteering provided they are accompanied at all times by a responsible adult.*
- Fully supports the aims of Rodington Parish Pathways Partnership.
- Has provided their name and contact details (phone/email) for the purposes of maintaining a list of members, subject to agreement under GDPR.¹

4.2 There are no membership fees but all members are required to complete membership registration form upon joining the group.

4.3 A list of all members will be kept by the Secretary

4.4 Members may resign at any time in writing to the Secretary or Chair-person.

4.5 At least one member of the group shall be an elected Councillor representing Rodington Parish Council.

4.6 There shall be at least one ex-officio member of the group representing Telford and Wrekin Council.

4.7 Membership will be deemed to have lapsed in the event that any individual member does not attend scheduled meetings, or engages with work projects for 12 months.

5. Equal Opportunities:

The group supports equality and inclusivity. Rodington Parish Pathways Partnership does not discriminate on the grounds of ethnicity, gender, sexuality, disability, religious or political belief, marital status, age or other forms of discrimination.

¹ General Data Protection Regulation (UK)

6. Officers and Committee

The business of the group shall be carried by a steering group elected by members at an Annual General Meeting, the date to be agreed by all members. The steering group shall meet as necessary, and not less than four times a year. This shall consist of four members, of which one should be the appointed Chairperson. The appointment of said Chairperson will be by member vote at the AGM. Other members may be co-opted onto the committee at the discretion of the steering group. The Senior Rights of Way Officer for Telford and Wrekin Council and the nominated Councillor from Rodington Parish Council will form part of this group.

7. The roles of its officers are:

1. Chair, who shall chair both general and committee meetings.
2. Vice Chair, who shall assist the Chair in meetings and stand in as acting chair for meetings when the elected Chair of the group is not available.
3. Secretary, who shall be responsible for the taking of minutes, distribute all papers and shall be responsible for keeping records of members.

In the event of any officer standing down during the year a replacement will be elected by the next General Meeting of members.

8. Meetings

8.1 Annual General Meetings

1. An Annual General Meeting (AGM) shall be held within fifteen months of the previous AGM and shall normally take place in May.
2. Members shall be notified in writing, (via email), at least 2 weeks before the date of the AGM meeting when possible, giving the venue, date and time. Notices shall also be put up around the Parish and on social media to ensure the widest possible circulation to the public who will be invited to attend. Nominations for the steering group may be made to the Secretary before the meeting, or in person at the meeting.

The quorum for the AGM shall be 50% of its membership, or a minimum of 5 members, whichever is greater.

8.2 At the AGM:

1. The steering group will present a report of the work of Rodington Parish Pathways Partnership over the preceding year.
2. Identify and discuss matters of particular importance for the forthcoming year.
3. Make any proposed and agreed amendments to this constitution.
4. Elect officers and steering group.
5. Conduct any other relevant business agreed by Rodington Parish Pathways Partnership
6. Proposals and resolutions should be given to the Secretary at least 14 days prior to the AGM.

8.3 Special General Meetings

1. The Secretary shall call a Special General Meeting at the request of the majority of the steering group, or at least five other members giving a written request to the Chair or giving the reasons for the request. The meeting shall take place within twenty-one days of the request.
2. All members shall be given two weeks' notice of such a meeting, giving the venue, date, time and agenda, and notice may be by telephone, email or post.
3. The quorum for the Special General Meeting shall be 50% of its membership, or a minimum of 5 members, whichever is greater.

8.4 General meetings

1. General Meetings are open to all members and shall be held at least once every 2 months or more often if necessary.
2. All members shall be given one week's notice of such a meeting, giving the venue, date, time and agenda, and notice may be by telephone, email or post.

3. The quorum for a General Meeting shall be 10% of the membership or 5 members, whichever is greater.
4. At these meetings officers and members of the steering group will:
 - a) Keep members up to date with, and discuss, any plans and decisions affecting rights of way
 - b) Collect the views of members
5. Members at any General Meetings may suggest items to be discussed at the next meeting and this to be included on that meeting's agenda.

8.5 Steering Group Meetings

1. Steering group meetings are open to elected members only and shall be held at least once every 3 months or more often if necessary.
2. All members shall be given one weeks' notice of such a meeting, giving the venue, date, time and agenda items, and notice may be by telephone, email or post.
3. The quorum for a Steering Group Meeting shall be 3 members.

8.6 Rules of Procedure for meetings

1. All questions that arise at any meeting shall be discussed openly and the meeting shall seek to find general agreement that everyone present can agree to.
2. If consensus cannot be reached a vote shall be taken and a decision will be made by a simple majority of members present. If the number of votes cast on each side is equal, the chair of the meeting shall have an additional casting vote. In the event that a meeting is not quorate, but a decision needs to be made prior to the next scheduled meeting, the matter will be circulated to all members for decision by member majority. If the meeting is quorate any decision made and agreed upon will be binding unless challenged by a greater majority of voting members who were not present at the meeting.

8.7 Conduct of meetings

Expressions of prejudice, aggression or insulting remarks, will not be permitted.

Anyone behaving in an offensive way or breaching this standard will be asked to leave the meeting and could be asked to resign from the group if an apology is not forthcoming or the behaviour is repeated. The individual concerned shall have the right of appeal to be heard by three members of the group, including the Chair.

9. Amendments to the Constitution

1. Amendments to the constitution may only be made at the Annual General Meeting or a Special General Meeting.
2. 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.
3. Any proposal to amend the constitution will require a two thirds majority of those present and entitled to vote.

10. Dissolution

If a meeting, by simple majority, decides that it is necessary to close down the group it shall call a Special General Meeting to do so. The sole business of this meeting shall be to dissolve the group.

11. Adoption of Constitution

This version of the constitution was agreed at the Annual General Meeting of Rodington Parish Pathways Partnership on the 15th September 2021.

Date: 15th September 2021

Signed: B. Gaskin

Secretary of Rodington Parish Pathways Partnership

Signed: T. Currie

Chairman of Rodington Parish Pathways Partnership