

CONSTITUTION OF THE CYCLE EMBASSY OF GREAT BRITAIN

Name

The group shall be called the *Cycling Embassy of Great Britain (CEoGB)*.

The Bicycle

By bicycle we mean any form of cycle including tricycles, handcycles, recumbent, cargo bikes or tandems.

Purpose

To return the bicycle to its rightful status as a mode of transport and therefore obtain a more deserving spend in the transport budget to enable bicycle riding for the masses in Great Britain and Northern Ireland through the construction of quality Infrastructure in line with proven best practice from Mainland Europe and Worldwide that makes riding a bicycle look simple, inviting, direct and safe. A principal aim is to highlight and distribute knowledge of standards, examples and methods in cycling infrastructure design, that have had proven, recorded success giving benefits to all citizens, not just cyclists, and to supersede current UK guidelines which have contributed to very low cycling rates with their detrimental effects on public health, social mobility, road safety, air and noise pollution and quality of life for all UK citizens.

Our full aims and objectives are outlined in our **Manifesto and Mission Statement**.

Constitution, Manifesto and Mission Statement

Amendments to the Constitution and the Manifesto and Mission statement may be tabled at the AGM by a proposer, backed by two seconders, all of whom must be members. Notice to amend the Constitution or the Manifesto and Mission statement must be provided to the Secretary in writing at least 14 days prior to the AGM, and posted on the CEoGB online notice board by the Proposer 14 days prior to the AGM. Amendments will be carried by two thirds majority of votes cast by all members able to vote.

The Annual General Meeting:

shall be held annually

shall be quorate with 15 members present or half of the membership if there are fewer than 30 members in total

may amend the Constitution with a two thirds majority of all those voting

may amend the Manifesto and Mission Statement with a two thirds majority of all those voting

shall select Committee Members by **simple majority vote** to serve an annual term (votes shall be counted by two people not standing for any post or with any personal interest in the outcome of the vote)

shall approve the accounts

shall appoint a Chair, to chair the meeting, and a Secretary, to take the minutes.

Other meetings of the membership shall be held from time to time at the discretion of the Management Committee to discuss policy and agree changes to the annual plan

The Management Committee:

The CEOGB is governed by the Management Committee, in consultation with the wider membership and in accordance with the aims and objectives laid out in the Manifesto and Mission Statement.

The Management Committee shall consist of the following Elected Officers:

Chair, who shall co-ordinate the running of the Campaign

Secretary, who will also deal with membership administration and membership communication

Treasurer, who shall be responsible for the Campaign's accounts and will prepare them for annual inspection by the AGM

Press Officer, who shall act as conduit for all official media contact for the Campaign, handling all media interest.

Up to seven additional Elected Committee members without portfolio

Other Elected Officers may be added to this list at the suggestion of any Member and the agreement of the AGM by a simple majority vote

Following resignation of any Officer any replacement shall be elected by an Extraordinary General Meeting and notified to members via the Newsletter.

Resignation of Committee Members

Resignation of committee members shall be tendered in writing to the Secretary, with a period of one month's notice given

Disqualification of Committee Members

If under exceptional circumstances members feel that a member of the committee should be stood down for the benefit of the CEoGB, the member bringing the grievance must do so in writing with the support of two (2) seconding members to all members of the Committee, including the disputed member. Decisions to stand down a Committee Member will be taken by two thirds majority vote by the Committee only.

Subgroups

The CEoGB may from time to time set up Subgroups.

A Subgroup is a group of members which has been constituted to further a particular area of the campaign's aims.

All Subgroups are open to all members.

Each Subgroup shall have a Subgroup Co-ordinator who shall either be an Elected Officer or a member approved by the Elected Officers.

The Subgroup Co-ordinator is responsible for keeping Elected Officers and other members informed of the work of the group.

The Subgroup Co-ordinator is responsible for ensuring that the work of the Subgroup represents campaign policy.

Finance:

The organisation shall operate one or more current accounts and a savings account, each account with:

At least three Elected Officers as signatories, to include Treasurer, Chair and Secretary

2 signatures required on each cheque drawn

No person may make a payment to themselves by any means.

For accounts with online access, the Treasurer, Chair and Secretary shall have the password

Any payments made via electronic banking will require agreement in advance, by e-mail or in writing, from one of the other signatories.

No member may take on credit on behalf of the CEoGB

The Management Committee shall prepare annual accounts for approval at the AGM.

Any Member may have access to the accounting records upon request

Led by the Treasurer, it is the job of the Management Committee to ensure the CEoGB remains solvent at all times.

Membership

CEoGB is to be funded by donations, fundraising and membership fees. Membership is open to anyone who is largely in agreement with its mission and purpose.

In return for membership fees, Members will receive full voting rights at the AGM to help shape the future direction of CEoGB.

Primarily, by joining the CEoGB Members are demonstrating their support for the work and aims of the CEoGB.

Membership fees are payable by cheque, PayPal or BACS transfer or other method agreed by the Management Committee.

Membership rates will be set each year at the suggestion of the Management Committee and approved by the AGM with a simple majority vote. Membership fees for the first year will be set at the same time as the Constitution is adopted.

MEMBERS

Members must not do anything that will bring the campaign into disrepute.

Members must not claim, or appear to claim, to represent the campaign unless authorised to do so.

If a member breaks either of the two previous rules, the AGM may vote by simple majority to require them to resign from membership. The member will be invited to state their case to the AGM before any such vote is taken.

LIKEWISE

The Organisation will not seek or appear to promote views, aims or objectives other than those agreed in the Manifesto and Mission Statement

Dissolution of the CEoGB

The Embassy can be dissolved by two thirds majority vote of eligible members present at a special meeting, whereupon the Management Committee will arrange to discharge any assets equally amongst nominated charities and groups. Any liabilities at the time of dissolution shall be the joint responsibility of all Members.

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