1. Name

The Group will be called Epsom & Ewell Health Walks.

2. Aims and Objectives

The aims and objectives of the Group will be:

- to offer regular, informal and friendly, health walks within the local community
- to promote the Group and health walks within the local community
- to promote and encourage a healthy and physically active lifestyle to all walkers; particularly those recovering from illness or poor health, or on recommendation from their Doctor.
- to ensure a duty of care to all walkers, Walk Leaders and volunteers of the Group
- to ensure that all present and future walkers, Walk Leaders and volunteers receive fair and equal treatment.

3. Powers

The following encompasses a list of activities which the Group may conduct to meet its aims and objectives:

- Raise money
- Seek sponsorship
- Employ paid staff or recruit volunteers
- Buy or rent premises/equipment
- Receive contributions through a membership fee
- Work in partnership with different organisations
- Carry out anything else within the law necessary to reach the Group's objectives.

4. Equal Opportunities

4.1 Epsom & Ewell Health Walks will not discriminate between different groups of people.

4.2 As a Group, Epsom & Ewell Health Walks will promote equality of opportunity, eliminate unlawful discrimination and encourage good relations between people of different groups irrespective of race, religion, gender, age or disability etc.

4.3 No Officer, Walk Leader, Member, Volunteer or Walker will receive less favourable treatment on the grounds of gender, marital status, social class, colour, race, ethnic origin, creed or disability or will be disadvantaged by conditions or requirements which cannot be shown to be relevant to all.

5. Officers, Walk Leaders and Members

5.1 The Group shall consist of Officers (Management Committee) Walk Leaders and Members.

5.2 All Officers, Walk Leaders and Members will be subject to the regulations of the Constitution and by joining the Group will be deemed to accept the regulations and codes of conduct that the Group has adopted.

5.3 Officers, Walk Leaders and/or Members may resign from the Group at any time by giving one month's notice to the Group's Secretary.

5.4 Walkers cease to be Members by not attending a walk for 12 months.

6. Officers of the Group

6.1 The Officers of the Group shall consist of:

- Chairperson
- Treasurer
- Secretary
- Health Walk Programme Coordinator
- Data Analysis Officer
- And any other relevant post created by the Management Committee as constituted to meet the requirements of the Committee.

6.2 Officers will hold the above positions for a period of 12 months; being elected annually at the Group's Annual General Meeting (AGM).

6.3 All Officers shall retire annually but will be eligible for re-appointment.

6.4 Any casual vacancy occurring may be filled by the Management Committee.

7. Management Committee

7.1 The Group will be managed through the Epsom & Ewell Health Walks Management Committee, consisting of:

- Chairperson
- Treasurer
- Secretary
- Health Walk Programme Coordinator
- Data Analysis Officer
- And any other relevant post created by the Management Committee as constituted to meet the requirements of the Committee.

7.2 Only these Officers will have the right to vote at Management Committee meetings.

7.3 These Officers shall be in position for a 12-month period; being elected annually at the Group's AGM. All Officers shall retire annually but shall be eligible for re-appointment.

7.4 The Management Committee will be convened by the Secretary of the Group and shall meet as required. The quorum required for transactions of business at Management Committee meetings shall be four, or one fewer than the total number of Committee members if there are fewer than five.

7.5 Every decision at a meeting of the Management Committee shall be determined by a majority vote of the Officers present, with each individual having one vote.

7.6 In the event of any equality of votes the Chairperson shall have a casting vote.

7.7 The Management Committee shall be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the Group.

7.8 The Committee shall have powers to appoint sub-committees and/or appoint advisers to the Management Committee, as necessary, to fulfil its business.

7.9 In the event of any dispute, the Management Committee will be responsible for reviewing any application of membership and shall decide if the application should be continued. The decision shall be in accordance with a non-discriminatory policy.

7.10 The Management Committee will be responsible for disciplinary hearings of Officers, Walk Leaders, Members, Volunteers and Walkers who may infringe any of the Group's rules, regulations, and/or the Constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

8. Meetings: Annual General Meeting (AGM) and Extraordinary General Meeting (EGM)

8.1 The Group's Secretary will give notice of the AGM, providing not less than 28 days' notice to all Officers and Members.

8.2 The AGM will receive a report from Officers of the Management Committee and a statement of the examined accounts. (An independent Examiner will be appointed annually, by approval of the Management Committee).

8.3 Nominations for Officers of the Management Committee should be made, in writing, to the Secretary 21 days prior to the AGM.

8.4 Election of Officers will take place at the AGM.

8.5 All Officers, Walk Leaders and Members have the right to vote at the AGM and shall have equal voting rights.

8.6 The quorum for AGMs shall be 40% of the current number of Officers and Walk Leaders at the time of the AGM.

8.7 An Extraordinary General Meeting (EGM) may be called by an application in writing to the Secretary, signed by not less than 10 Officers and/or Members.

8.8 The Management Committee shall have the power to call an EGM by decision of a simple majority of its Officers.

8.9 The EGM should be held within 28 days of receipt of a valid requisition.

9. Voting Procedures

9.1 Each Officer, Walk Leader or Member shall be entitled to one vote.

9.2 A motion shall be carried by a simple majority of those present and voting, except when the motion is a Constitutional amendment, which shall require a two-thirds majority.

9.3 The Chairperson shall have a casting vote in addition to a deliberative vote.

10. Finance

10.1 All monies shall be banked in an account held in the name of the Group.

10.2 The Group's Treasurer will be responsible for the finances of the Group.

10.3 The financial year of the Group shall run from 1 April to 31 March.

10.4 A completed statement of annual accounts will be presented by the Treasurer at the AGM.

10.5 All cheques drawn against Group funds should be signed by any two of the Management Committee as nominated. The total number of signatories nominated to complete the Bank Mandate at any one time shall be up to four and shall include the Treasurer.

10.6 Committee Members shall be entitled to claim expenses for any essential Committee business, with receipts being tendered.

11. Walker Membership

11.1 Decisions to introduce any type of Walker Membership fees shall be decided upon by Officers, Walk Leaders and Members. The motion shall be passed by a simple majority of those present and voting.

11.2 Any membership fees shall be stipulated by the Officers, Walk Leaders and Members by convening an EGM.

11.3 Any membership fees shall be paid at the start of each financial year.

11.4 The Group's Management Committee may decide upon any other charges or subscriptions at its discretion.

12. Property and Staff

12.1 Responsibility for all property owned by the Group and for the employment of any paid staff and/or Volunteers rests with the Management Committee.

13. Discipline and Appeals

13.1 Any complaints regarding the behaviour of Officers, Walk Leaders, Members, Volunteers or Walkers should be submitted in writing to the Secretary.

13.2 The Management Committee will meet to hear complaints within 30 days of a complaint being lodged. The Management Committee has the power to take appropriate disciplinary action, including the termination of any Officer, Walk Leader, Member and Volunteer appointments and/or any Walkers.

13.3 The outcome of a disciplinary hearing should be communicated, in writing, to the person who lodged the complaint and the Officer, Walk Leader, Member, Volunteer and/or Walker against whom the complaint was made, within 30 days of the hearing.

13.4 There will be the right to appeal to the Management Committee following disciplinary action being announced. The Management Committee should consider the appeal within 14 days of the Secretary receiving the appeal.

13.5 The Management Committee shall have the power to take disciplinary action against any Officer, Walk Leader, Member, Volunteer or Walker and shall have the authority to terminate their appointment/membership, if found guilty of any conduct deemed to be detrimental to the Group.

14. Dissolution

14.1 A resolution to dissolve the Group can only be passed at an AGM or EGM through a majority vote.

14.2 In the event of dissolution, any assets of the Group that remain shall become the property of WfH or some other Group with similar objectives to those of the Group. However, any personal assets brought into the Group by Officers and/or Members should remain their property and revert back to them upon dissolution.

15. Review of and Amendments to the Constitution

15.1 The Constitution shall be reviewed on a yearly basis.

15.2 The constitution will only be changed through agreement by a majority vote at an AGM or EGM.

15.3 Additions to, or alterations of the Constitution shall be submitted to the Secretary not less than 28 days before the date of the AGM or EGM, or with a request for a special meeting of Group Officers and Members.

15.4 No resolution involving an amendment to the Constitution may be proposed or amended from the floor of a meeting.

15.5 In the event of a proposal for amending the Constitution being submitted, the Secretary shall inform the Officers and Walk Leaders of the proposed motion not less than 21 days before the AGM or EGM.

15.6 Any alteration to the Constitution shall require a two-thirds majority of Officers, Walk Leaders and Members who are present and voting.

15.7 In the event of any question or matter arising, which is not provided within the Constitution, the Management Committee shall make a final decision.

16. Declaration

Epsom & Ewell Health Walks hereby adopt and accept this Constitution as a current operating guide, regulating the actions of Officers, Walk Leaders and Members.

1. Signed: _____ Date: _____

   Name: _____ Position: _____

2. Signed: _____ Date: _____

   Name: _____ Position: _____