

## **DRAFT SPOKES 2014 CONSTITUTION**

**– adapted from 1988 version, as discussed at Resources Group & with group leaders**

### 1. NAME

The association shall be known as Spokes, the Lothian Cycle Campaign.

### 2. OBJECTIVES\* AND CHARITABLE PURPOSES

2.1 The purpose of Spokes is to pursue the following objectives...

- To promote cycling, as part of a sustainable transport and access strategy, and to ensure that councils and government actively do the same.
- To publicise the benefits of cycling for the community and individuals - like walking, it is cheap, efficient, enjoyable, healthy, non-polluting and intrinsically safe.

2.2 Provided only that the activities of Spokes in pursuit of these objectives shall be charitable within the meaning of the law. In pursuing these objectives Spokes seeks to serve the following charitable causes...

- Advancement of education
- Advancement of health
- Saving of lives
- Advancement of citizenship or community development
- Advancement of the arts, heritage, culture or science
- Organisation of recreational activities
- Advancement of environmental protection or improvement

### 3. MEMBERSHIP

3.1 Spokes membership shall be open to all who support the above objectives. A minimum annual subscription [which may be zero] may be determined by the AGM.

3.2 Any organisation which supports the purposes of Spokes may become affiliated to Spokes on payment of an annual subscription to be determined by the AGM.

### 4. WORKING GROUPS AND INDIVIDUALS WITH SPECIFIC ROLES

4.1 Working groups may be formed by members as and when appropriate, subject to the approval of the existing Co-chairs of Spokes (5 below). A working group may be dissolved by agreement of the Co-chairs. Formation or dissolution of working groups shall also be notified to the following AGM.

4.2 Any person who attends 2 or more meetings of a working group must join Spokes if not already a member.

4.3 Prior to each AGM each working group shall appoint (or re-appoint) from among its members a convener to be responsible for the affairs of the group. The group may also appoint other members of the group to undertake certain of the work of the group.

4.4 Prior to each AGM the Resources Group shall appoint (or re-appoint) a treasurer and auditor, neither of whom necessarily need be a member of Resources Group. The auditor must be a professionally qualified accountant.

4.5 Individual members of Spokes whether or not members of a working group, may also take on specific roles and act on behalf of Spokes, where this is done at the request of or with the agreement of the Co-chairs.

4.6 A list\*\* of current groups, conveners, and (where appropriate) individual members with specific roles, shall be publicly available on the Spokes website.

## 5. CO-CHAIRS

5.1 Group conveners shall also be known as Co-chairs of Spokes.

5.2 Decisions or statements on behalf of Spokes as a whole may be made by individual Co-chairs within their group's area of responsibility and in prior discussion with their group unless urgent. However if there is significant wider Spokes relevance, or the decision is considered likely to be controversial, they shall consult (whether by email, phone or meeting) with the other Co-chairs.

5.3 Where a decision is considered both important and likely to be highly controversial, a vote of the entire membership may be taken, whether by post, email or other means as appropriate.

5.4 Co-chairs, and other Spokes members with specific individual roles (4 above), may also meet as and when useful to discuss Spokes issues.

## 6. AFFILIATIONS

6.1 Spokes may affiliate to any organisation (other than a political party) having aims relevant to and consistent with the objectives of Spokes.

## 7. ANNUAL GENERAL MEETING

7.1 An AGM shall be held each year, no later than the end of April, called by the Co-chairs.

7.2 Notice of the AGM shall be given to all Spokes members at least 2 weeks in advance.

7.3 The meeting will be quorate if 15 current\* members are present *and* if a majority of Co-chairs are present (or have sent written apologies and a group report). \*A current member here means a member who has renewed or joined in the present or previous calendar year.

7.4 The treasurer shall present to the AGM audited accounts for the previous Spokes financial year.

7.5 The Co-chairs will report on changes to groups and group conveners during the last year, and each group convener will present a brief report of the work of that group.

## 8. FINANCE

8.1 Spokes may, in furtherance of its objectives ...

a. obtain, collect and receive money or goods by way of contributions, donations, legacies, grants and any other lawful method.

b. engage in lawful trading activities.

c. support relevant projects through grants or loans.

8.2 Provided that such transactions shall be recorded in the accounts presented to the AGM.

## 9. DISSOLUTION

9.1 Spokes may be dissolved by the unanimous decision of the AGM, provided that all the Co-chairs are present at the meeting or have sent to the meeting their written agreement to the dissolution of Spokes.

9.2 Any funds remaining in the accounts of the association shall be divided equally between CycleNation [the UK Cycle Campaign Network], Transform Scotland, Sustrans Scotland and Friends of the Earth (Scotland), provided that if any of these organisations have ceased to exist the unallocated portion of the funds shall be donated to any other organisation or organisations with similar objectives to those of Spokes and agreed by a majority of those voting at the meeting.

## 10. ALTERATIONS TO THE CONSTITUTION

10.1 This constitution may be changed subject to the consent of two-thirds of the members who are present and voting at an AGM, provided also that the majority of the Co-chairs have also indicated their approval to the change by being present and voting, or by a written agreement sent to the meeting.

### **\*Notes on the Spokes objectives**

- The wording of the Spokes objectives was approved by a vote of all members in 1998 - see Spokes Bulletin 69. For further info, see [spokes.org.uk/about](http://spokes.org.uk/about).
- Spokes works towards these objectives through a range of methods, including lobbying government and councils, encouragement of individuals to do their own lobbying, and a range of other activities such as our cycle maps which have now sold over 100,000 copies and our 11,500-circulation thrice-yearly freely-distributed Spokes Bulletin.
- Spokes has no involvement in cycle sport such as racing or mountain biking. Our interest in cycling is principally cycling as a means of transport, access and everyday leisure.

### **\*\*Groups, conveners and members with specific responsibilities [as at December 2014]**

- This is the provisional list to be on the website for contact on specific points

#### ***Groups and conveners/ Co-chairs***

Planning Group – convener, Sandy Scotland

Resources Group – convener, Dave du Feu

Maps Group – convener, Ian Maxwell

#### ***Other members with specific responsibilities***

Treasurer – Paul Ritchie

Office manager – Judy Cantley

Email responder – Rosie Bell

Stalls – Martyn Edelsten

Sunday rides – Stuart Threlfall

Lothians maps – Tim Smith

Planning applications – Peter Hawkins

Bike/rail – Ewan Jeffrey

Roadshare rep - Ben Bate

Website technical – Stuart Threlfall

Website content – Dave du Feu

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