

## CONSTITUTION

### 1) Name

Methodist City Centre Network, hereinafter 'the Network'.

### 2) The aims and purposes of the Network are:

- Advocacy in promoting, presenting and developing the role of the city/town centre ministry.
- The continuing training and mutual support of those engaged in this ministry.
- The discernment, encouragement and management of good practice in city/town centre ministry.
- To administer the list of Churches / projects in accordance with Standing Order 440 of the Methodist Church of Great Britain on behalf of the Methodist Council.

### 3) Powers

In order to achieve its aim the Network 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 and in accordance with the Constitutional Practice and Discipline of the Methodist Church of Great Britain which will help it to fulfil its aims.

### 4) Membership

- a) Membership is open to churches, projects, groups and individuals working in town and city centres
  - that have aims consistent with the aims of the Network
  - are interested in helping the Network to achieve its aims
  - are willing to abide by the rules of the Network and
  - are either recognised under Standing Order 440 or who pay a subscription agreed by the Coordinating Group.
- b) The membership of any member may be terminated for good reason by the Coordinating Group. Representatives of the member concerned shall have the right to be heard by the Coordinating Group before a final decision is made. In the case of an

individual member the member shall have the right to be heard by the Coordinating Group and may be accompanied by a friend.

c) In addition to those who are members there will be a category of association open to churches, projects and groups who have the same aims as listed above. Such churches projects and groups shall be known as Network associates and will be included in the Network directory.

## **5) Management.**

a) The Network shall be administered by a Coordinating Group of not less than six and not more than ten individuals elected at the Network's Biennial Conference.

b) The Officers of the Coordinating Group shall be: the Coordinator, the Treasurer and the Secretary.

c) The Coordinating Group may co-opt on to the Group, up to three individuals, in an advisory and non-voting capacity that it feels will help to fulfil the aim of the Network.

d) The Coordinating Group shall meet at least three times a year.

e) At least three Coordinating group members must be present for a Coordinating Group meeting to take place and at least one should be an officer.

f) Voting at Coordinating Group meetings shall be by a show of hands. If there is a tied vote then the Chair shall have a second vote.

g) The Coordinating Group shall have the power to remove any member of the Group for good and proper reason.

h) The Coordinating group may appoint any other member of the Network as a Coordinating Group member to fill a vacancy, provided that the maximum prescribed is not exceeded.

## **6) The Duties of the Officers**

a) The duties of the Coordinator shall be to:

- chair meetings of the Coordinating Group and the Network
- represent the Network at functions/meetings that the Network has been invited to and
- act as the spokesperson of the Network when necessary.

b) The duties of the Secretary shall be to:

- keep a membership list
- prepare in consultation with the Coordinator the agenda for meetings of the Coordinating Group and the Network
- take and keep minutes of all meetings and
- collect and circulate any relevant information within the Network.

c) The duties of the Treasurer shall be to:

- supervise the financial affairs of the Network including preparation of budgets and
- keep proper accounts that show all monies received and paid out by the Network.

## **7) Finance**

a) All monies received by or on behalf of the Group shall be applied to further the aim of the Network and for no other purpose.

- b) Any bank accounts opened for the Network shall be in the name of the Network.
- c) Any cheques issued shall be signed by the Treasurer and one other nominated member of the Coordinating Group.
- d) The Coordinating Group shall ensure that its accounts are independently examined every year.
- e) The Network may pay reasonable out of pocket expenses including travel, to members of the Coordinating Group.

## **8) General Meetings**

- a) The Network shall hold a General Meeting at the Biennial MCCN Conference.
- b) All members of the Network shall be given at least fourteen days notice of the meeting and shall (with the exception of individual members) be entitled to appoint one representative to attend and vote. The meeting will be open to anyone else with an interest. Such persons shall not have a vote.
- c) The business of the bi-annual General Meeting shall include:
  - receiving a report from the Coordinator on the Network's activities over the previous two years
  - receiving a report from the Treasurer on the finances of the Network
  - electing a new Coordinating Group and
  - considering any other matter as may be decided.
- d) The representative of each of at least twenty members must be present for the Bi-Annual General Meeting and any other General Meeting to take place.

## **9) Special General Meeting**

A Special General Meeting may be called by the Coordinating group to discuss an urgent matter. The Secretary shall give all members fourteen days notice of any Special General Meeting together with notice of the business to be discussed.

## **10) Alterations to the Constitution**

Any changes to this Constitution must be agreed by at least two-thirds of those members present and voting at any General Meeting.

## **11) Dissolution**

The Group may be wound up at any time if agreed by two-thirds of those members present and voting at any 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.

## **12) Adoption of the Constitution**

Until the first General Meeting takes place the persons whose names, addresses and signatures appear at the bottom of this document shall act as the Coordinating Group referred to in this Constitution.

*This Constitution was approved by the meeting of the Network held at Bondgate Methodist Church, Darlington on 17th March 2009 and recommended for formal adoption at the Conference in November 2010*