

DELABOLE SKATE PARK DEVELOPMENT PLAN



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1. Introduction

This is the development plan for Delabole Skate Park. The purpose of this document is to help ensure the project is planned, delivered and managed successfully.

The plan will first explain the background of the project, its aims and objectives, and identify need. It will then go on to explain how the project will be delivered, and how it will be paid for. Finally, it will explain how the success of the project will be sustained.

2. Background Information

- Cornwall is ranked as one of the most deprived areas in the United Kingdomⁱ.
- Almost 1 in 5 primary school aged children, and 1 in 3 secondary school aged children are considered obese or overweight. By 2020, it's estimated that half of all children will be overweightⁱⁱ.
- Fewer than a quarter of children meet the minimum daily physical activity recommendationsⁱⁱⁱ.
- The average daily leisure time children aged 8 to 15 years in the UK in 2014 to 2015 spent in parks, countryside, seaside, beach or coastal locations was 16 minutes^{iv}.
- 1 in 5 children aged 7-12, and 4 out of 5 adolescents report that they feel socially isolated^v.

As parents of school aged children, we were concerned by the above data, and the lack of suitable facilities within our community that could help to mitigate or reverse these negative statistics, particularly for adolescents. Following informal conversations, we decided that we would like to provide a resource that would have a positive impact on the health and wellbeing of the children and young people of our community, which would be accessible to all. Many of the families in our communities have low household incomes, and so we felt that a free-to-use facility would ensure there were no financial barriers to use.

Delabole has previously had a BMX track, however it was removed some time ago owing to safety concerns, in terms of structural suitability and maintenance.

3. Organisation Summary

3.1 Aims

- To provide Delabole and neighbouring communities with a high quality, purpose-built skate park, suitable for wheeled sports including skateboards, BMX, street and mountain bikes, inline skates and rollerblades.

3.2 Objectives

- To actively involve the local community in the design, development and promotion of the Skate Park.

- To ensure the Skate Park is a free-to-use resource.
- To ensure the Skate Park will be open for use at any time.
- To ensure the Skate Park is accessible to all who wish to use it, and to ensure it is useable by any and all members of the community, including those with additional needs.
- To ensure the long-term sustainability of the Skate Park.
- To provide a resource that has a positive impact on the health and wellbeing of the community.
- To have an impact on the reduction of anti-social behaviour.

3.3 Organisation Information

The Organisation leading the project is Delabole Skate Park Project, a constituted group of volunteers from Delabole and the surrounding area.

Members of Delabole Skate Park Project are:

Zoe Burnard – Chair

Claire Sleep – Vice Chair

Jo Harris – Secretary

Melanie Vercoe – Treasurer

Ashley Harris

Melanie Baber – Administrative Support

Delabole Skate Park Project also has a User Group Sub Committee, made up of those who have expressed a strong interest in using the Skate Park, and who have been involved in all stages of planning and development:

Timmy Harris, Ewan (15), Pip (15), Kian (14), Nathan (14), William (13), Joe (13), Sienna (10), Mia (10), Ollie (10), Ethan (7), Kyle (7), Evie (7), Kiera (6), Talan (4), Theon (2).

Surnames have been withheld for those that are under 18.

The Organisation formally adopted its constitution on 5th March 2017. Copy appended.

4. Statement of Need

4.1 Community Profile

Delabole is a large, semi-rural village in North Cornwall, situated approximately two miles west of Camelford, in the civil parish of St. Teath. It benefits from close proximity to both Bodmin Moor and the North Cornwall Coast, and sits within the Cornwall Area of Outstanding Natural Beauty.

The 2011 census records the population as 1,647, with 20.1% being aged under 18. The village has grown in the years since this census, and it's estimated there are currently around **2,500** residents.

Delabole is home to several successful independent businesses, including Delabole Slate Quarry, which has been in use since the 13th century, and continuously operational since the early 17th century. Located to the east of the village is Delabole Wind Farm, the first commercial wind farm in the UK, completed and commissioned in 1991.

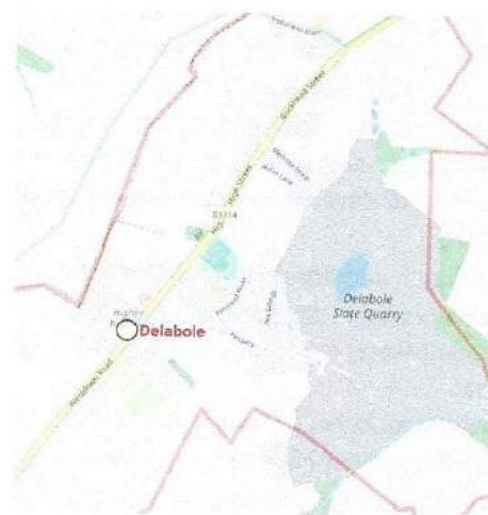
66.1% of residents are economically active, with the majority being employed in retail. Based on the Index of Multiple Deprivation, 16.7% of residents are income deprived, with 19.9% of all children living in income deprived households.

The village has a Primary School with approximately 130 pupils, and St. Pirans Nursery which provides early years education for approximately 40 children. Secondary education for 457 young people is provided at Sir James Smith School in nearby Camelford (capacity, 600), with post-16 education being provided in neighbouring towns.

Delabole has low instances of crime. In the year to August 2018, 35 crimes were recorded by Devon and Cornwall Police, with just over 37% being categorised as Anti-Social Behaviour.

Delabole benefits from a strong, vibrant and supportive community. Along with various clubs and events that run throughout the year, the village comes together annually for Delabole Carnival Week; seven days of varied events for all ages which culminates in the largest carnival procession in the area.

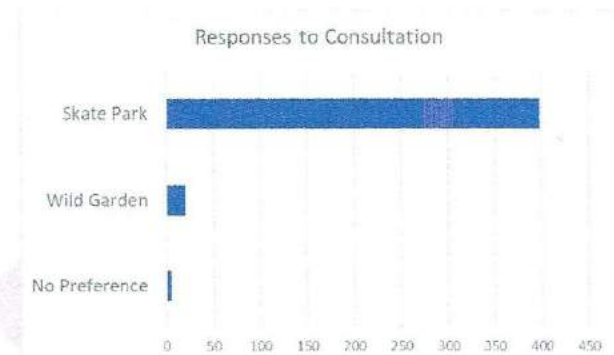
As well as the Delabole Skate Park project, the community are also actively fundraising for Christmas street lights.



4.2 Identifying Need

Consideration of a skate park, and subsequent consultation began in 2009. Between then and 2017, options were considered, and the views of residents, and both potential users and non-users were noted, along with consideration being given to the practicalities of delivery. An area within the existing King Georges Playing Field was suggested as a possible location, this being the site of the former BMX track.

St. Teath Parish Council also considered an alternative use for the land as a Wild Garden, and so in January 2017 consultations were carried out using online and paper-based surveys, to ascertain how the community would like the proposed site to be used. Three options were suggested; a skate park, wild garden or other. There were 424 responses to the survey, with 398 respondents stating a skate park was their preferred option.



4.3 Surveys, reports and strategies

Towards an Active Nation Strategy 2016-2021 – a Government strategy document produced by Sport England (2016) which focusses on the benefits that sport can bring to people and society, built around a simple set of outcomes: physical wellbeing, mental wellbeing, individual development, social and community development and economic development. This strategy is mirrored at a local level in Cornwall Council's *2020: A Health and Wellbeing Strategy for Cornwall and The Isles of Scilly* (2008). *The Cornwall Local Plan 2010-2030* – produced by Cornwall Council (adpt. 2016), Policy 16 of this document, *Health and Wellbeing*, sets out Cornwall Council's commitment to the health and wellbeing of Cornwall's communities, residents and visitors by maximising the opportunity for physical activity through the use of open space, indoor and outdoor sports and leisure facilities, and supporting the provision of flexible community open spaces that can be adapted to the health needs of the community and encourage social interaction.

The *St. Teath and Delabole Parish Plan* (2009) sets out the strategic plans for future development within Delabole, and in relation to *Recreation and Leisure*, notes that while the playing fields are regarded as satisfactory or good, it is recognised that a skate park is desirous. The plan further commits to developing activities/opportunities that will tackle anti-social behaviour, vandalism and crime.

Skatepark decreases youth crime – a report by Chris Gilligan (2007) showed that people living in Broomhouse in Scotland claimed that they had seen major improvements in the area since an £85,000 skatepark was opened. It was credited with causing a dramatic drop in youth disorder in the area.

Do skateparks reduce anti-social behaviour? – a research study by Milan Recknagel (2009) found that initiatives which have encouraged sport participation have revealed positive outcomes. Adolescent behavioural characteristics have been acknowledged by Bunton et al. (2004) and Parsons (1942, cited

by Bale, 1999) to focus around risk taking and thrill seeking. Importantly, it is Bunton et al. (2004) who recognised the need for spaces to be allocated for risk-taking and socialisation.

Dispelling Stereotypes: Skate Parks as a Setting for Pro-Social Behaviour among Young People – a study by Lisa Wood, May Carter and Karen Martin (2014) which sought to refute or support conjecture about the presence of anti-social behaviour at skate parks. The study found that not only was there no evidence to support negative community stereotyping, but that pro-social behaviours were far more commonly observed than anti-social behaviour.

Academics who have studied youth culture and statistics documenting the rapid rise in popularity among skatepark sports suggest indirectly that skateparks would reduce anti-social behaviour. Burney (2005), Collingwood et al. (1992) and Parsons (1942, cited by Bale, 1999) stated that youths are often likely to seek anti-social activities when they suffer from boredom due to limited provision of facilities. The study shows that skateparks reduce anti-social behaviour due to encouraging young people away from inappropriate areas, the positive social atmosphere documented at skateparks and participation in a sporting activity. This is supported by Bailey (2003), Makkai et al. (2005), Jones & Oxford (1990 and Goulding & Lindsey (2006) who studied behavioural effects of sport participation.

4.4 Consultation with Community and Key Partners

4.4.1 Community

DELABOLE SKATE AND PARK PROJECT SUGGESTION BOX



**PLEASE TAKE A CARD
AND WRITE DOWN WHAT RAMPS
YOU WOULD LIKE TO SEE OR ANY
DESIGN IDEAS YOU HAVE**

On 18th March 2017, an open forum was held to invite further comments from the community, and to establish specific elements to be incorporated in to the design of the Skate Park. The event was well attended, with residents and potential users providing ideas and feedback regarding the proposed project. Comments and suggestions were also invited via social media.

Following the community consultations, further informal meetings were held, and in the summer of 2017, it was decided to run a tender process to identify a contractor, providing a 'wish list' written from the ideas submitted by the community. The tender was subsequently won by specialist skate park designer, Maverick Industries.

Throughout 2017 and 2018, various well attended fundraising and community events have been held, including a non-uniform day at Delabole Primary School, a sponsored bike ride, coffee morning, afternoon tea, summer fete and music night.

**DELABOLE SKATE & PARK PROJECT
INVITES YOU TO OUR
BACON BAP, CAKE, TEA/
COFFEE MORNING**

**FRIDAY 9TH NOVEMBER
10.00-12.00**

AT
ST JOHN'S CHURCH DELABOLE
OPPOSITE THE PARK

**MEAL DEAL £5 – BACON BAP, TEA OR
COFFEE & SLICE OF CAKE!
EAT IN OR TAKE OUT**

**GREAT RAFFLE PRIZES
EVERYONE WELCOME !!**

**DELABOLE SKATE AND PARK PROJECT
SUMMER FETE**

27TH MAY

Starts at 11 am Delabole Park

KIDS GAMES
CRAFT STALLS
BOUNCY CASTLE
TUCK SHOP
FIRE ENGINE
DANCE WORKSHOP
HOOK A DUCK
WELLY WANGING
FACE PAINTING
WATER OR WINE

HOTDOGS
BURGERS
HUGE RAFFLE
CAR BOOT
TOMBOLA
SLUSHIES
COCONUT SHY
GLITTER TATTOOS

To book a pitch for carboot/craft stall please ring
01843 811107 or 07806410292

**DELABOLE WORKING
MENS CLUB**

FRIDAY 31ST MARCH

STEVE WINCHESTER

**WILL BE PERFORMING FOR
FREE**

TO RAISE FUNDS FOR
DELABOLE SKATE AND PARK PROJECT
RAFFLE HELD ON THE NIGHT
GREAT PRIZES AVAILABLE
**BUCKET OF BOOZE
BOUQUET OF SWEETS
LARGE EASTER EGG**



DELABOLE SKATE AND PARK PROJECT



THE BIG CLEAN UP

SATURDAY 15TH APRIL - 10AM ONWARDS

AT THE OLD BMX TRACK SITE

TO BUILD A SKATE PARK

WE NEED YOUR HELP

TO CLEAR ALL THE STONES

BRING ALL THE FAMILY - THE MORE THE MERRIER

The site of the skate park was littered with large stones and required clearing. An event was organised, which was well attended by the community, with a skip donated by a local business.



4.4.2 Local Government

St. Teath Parish Council

St. Teath Parish Council own and maintain the land, and initiated the original consultation in 2009, referencing the desirability of a skate park in the *St. Teath and Delabole Parish Plan*, adopted the same year.

The Council have also have applied for Planning Permission on behalf of the Delabole Skate Park Project which was granted in May 2018, and have committed to providing £5,000 towards the cost of the project.

They have also provided ongoing support and guidance to the committee throughout the project, and confirmation of their support is appended.

Cornwall Council

Cornwall Councillor Dominic Fairman has confirmed his support for the project, and confirmation of his support is appended.

4.4.3 Other Supporters

Devon and Cornwall Police

Devon and Cornwall Police have confirmed their support for the project, and confirmation of their support is appended.

4.5 Current Provision

Wheeled sports

There is no current provision for wheeled sports within the village.

Delabole has previously had a BMX track. However, although well used, it was removed some time ago owing to safety concerns, in terms of structural suitability and maintenance.

Sport and physical activity

Outdoor sporting opportunities within the village include Delabole United AFC (The Slaters), an Association Football team playing in the Duchy League, and Delabole Cricket Club, who play in Cornwall div. 4e. Both use the existing sports fields adjacent to the proposed site.

Opportunities for other outdoor activities are limited to the children's play park (also adjacent to the site), or walking/jogging.

Indoor activities include Zumba, Ladies Fitness League, and children's dance classes.

There is no provision for indoor or outdoor sports or physical activity targeted specifically at young people.

Social activities

There is no provision for regular outdoor social activities within the village.

Indoor activities are numerous, and range from live music to craft groups. The village also has a well used pub, The Bettle and Chisel, and Delabole Working Mans Club.

There is no provision for social activities targeted specifically at young people.

4.6 Project Outcomes

Physical Health and Wellbeing

- Increasing levels of fitness through the promotion of physical exercise.

- By providing a safe, purpose-built environment in which to participate in wheeled sports, 'home made ramps and obstacles' become unnecessary, reducing the likelihood of accidents.
- By giving users, in particular young people, an area to use that is away from the main road. Delabole sees a high volume of traffic, particularly during the period between Easter and October, when tourism increases traffic volumes throughout the county. The location of the project positively impacts on users by both reducing the potential for road traffic accidents, and by decreasing the impact of poor air quality that is often recorded alongside busy roads.

Emotional Health and Wellbeing

- Promoting social relationships with peers, thereby reducing feelings of social isolation.
- By learning and practicing a skill, a sense of accomplishment is achieved, which in turn increases self-esteem.
- Through participation in outdoor physical activity, stimulating well documented chemical changes in the brain, which can help to positively affect mood.
- Reducing instances of boredom by providing opportunities to try a new activity, or practice an existing one.

Community Cohesion

- An increase in community volunteering through participation and consultation during planning stages and beyond, thereby promoting the benefits of involvement in successful community-based projects.
- Through involvement in the project, fostering a sense of responsible community ownership for public resources such as the Skate Park.
- Achieving a reduction in anti-social behaviour, and increase in pro-social behaviour, as documented by academic research.

Economic

- Through ongoing promotion of the Skate Park, and the encouragement of users from neighbouring communities, as well as tourists and visitors from further afield, increasing the likelihood of additional footfall to existing businesses in the village.
- The Skate park and the playing fields will be seen as a vibrant part of the community, and not seen as falling into decline or disuse which could have a detrimental effect on local house prices.

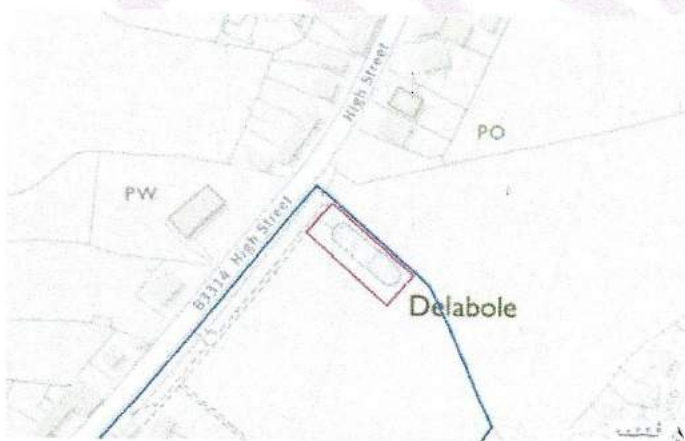
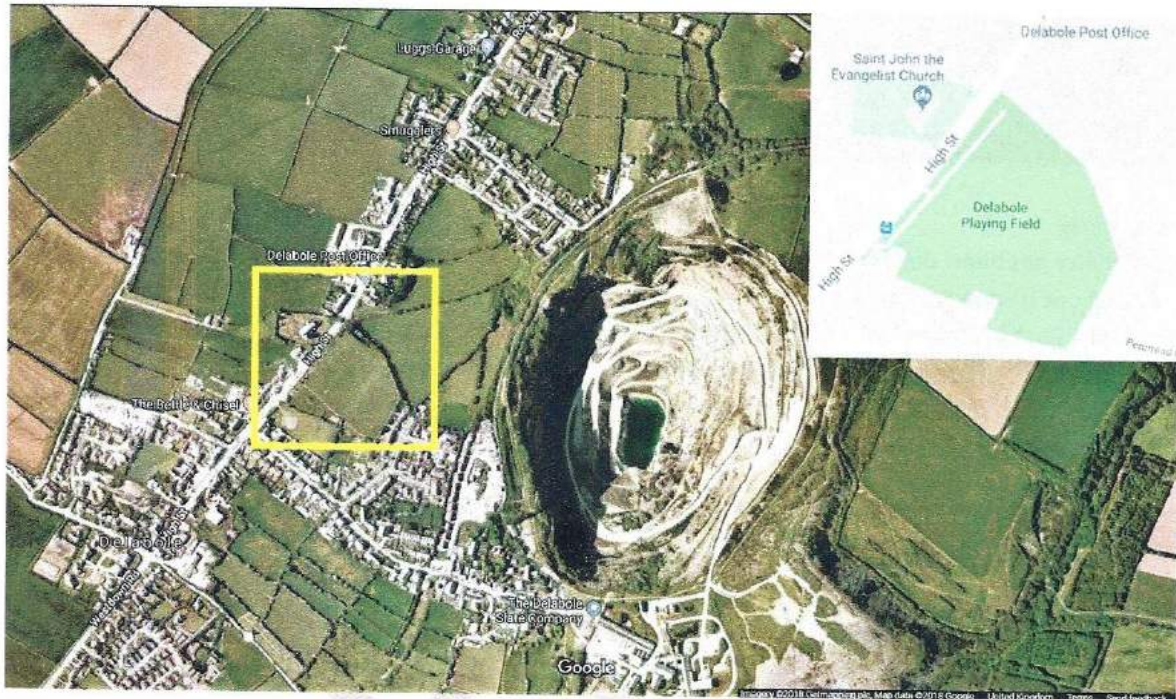
5. Project Delivery

5.1 Location

King Georges Playing Field, High Street, Delabole, PL33 9AG.

The site is located in the centre of Delabole on a widely used piece of public land with a total area of approximately 18,917m². The skate park will cover approximately 387m² within that area. The site

already benefits from an accessible play park, playing pitches and free use grass areas. Public toilets are available on site, and there is adjacent parking. Access by foot is along an existing public footpath, with a pedestrian crossing located close by. Bus stops are located adjacent to the site, serving all neighbouring communities.



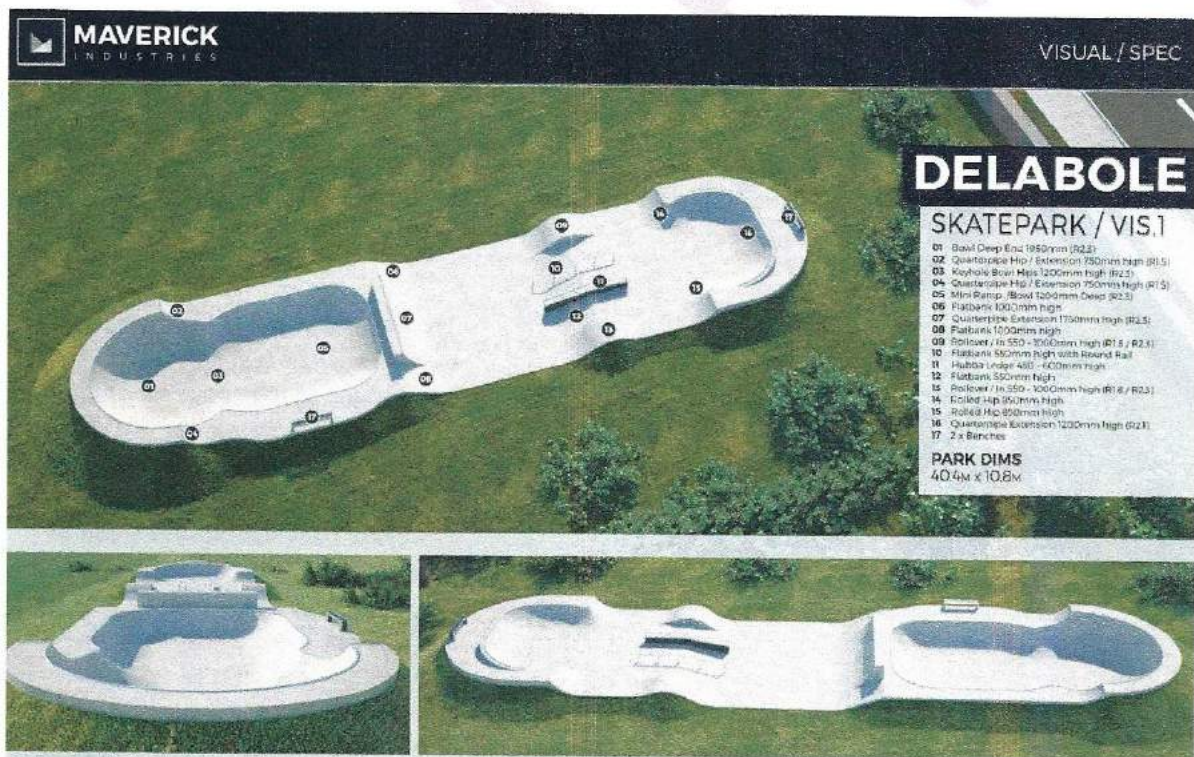
The skate park has a relatively small footprint when taken as a percentage of the space surrounding it, and is viewed as being proportionate and in keeping with the area by St. Teath Parish Council. The skate park will be promoted as a public space, available to all and a great addition to the community, and will not impact adversely on different user groups using the remaining adjacent facilities.



5.2 Facility

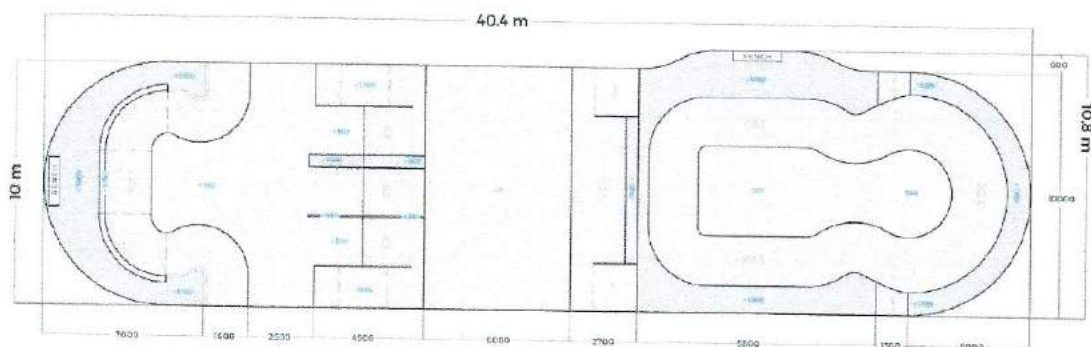
The facility has been designed by Maverick Industries, an industry specialist, who will also be carrying out its construction.

The Skate Park is divided into three main areas, a bowl, street section and flow course. The keyhole bowl is 1200mm high to 1950mm in the deep end and doubles up as a superwide miniramp, featuring 2 hips which link the deep end to the shallow. The bowl rises up to 1950mm high through 2 transitional sections which form part of the platform area.



The northern end of the facility features a fun, flowing street area. In the centre of the space is a two-way hubba and rail, with two rollover sections either side of the street features. All routes around the skatepark are designed to link up when the facility is quiet, conversely, they can be used

as separate, independent areas when the park is busy. Subtly segregating the space into different zones will enable larger numbers of people to use the space at the same time, safely. The material to be used, spray concrete, has minimal environmental impact in comparison to heavily engineered mould and cast designs. In addition, spray concrete will not rust, rot, decay, burn, break, or bend, and doesn't contain loose fixings, and its lifetime is therefore greatly increased, reducing the necessity for additional materials or funding being needed for repair, maintenance or replacement. Spray concrete is quieter in use than more traditional steel or wood, therefore reduces the impact of environmental noise pollution.



All the edges and ledges in the park are finished in galvanised steel, protecting the surface and giving the park a high quality look/feel. The surface of the skatepark will be finished so that it is smooth and fast, yet retains adequate grip for skate, BMX and scooters. The facility has been designed to make best use of the location and sit sensitively within the landscape. The skatepark has been designed within the latest European safety guidelines and could be used as a venue for events.

5.3 Project Plan

Not sure about this bit... need to know what happens next, and could perhaps do with a timetable of sorts. This is just a complete guesstimate...

The timetable overleaf is provisional, and dependent on funding being secured.

Final designs are to be agreed with Maverick Industries in October 2019 and will be communicated to the community using social media and local press.

Construction work is planned to commence in January 2020, with a 'turf cutting' event to mark the start of the construction phase, and to celebrate the hard work of the community in getting the project off the ground.

During the construction phase, the community will be kept up to date with progress using social media and local press, and particular attention will be paid to ensuring the community knows the remainder of the site, sports fields, play park, etc, will not be affected by construction, and are still accessible and useable.

Delabole Skate Park will be formally opened with a ribbon cutting ceremony and celebration in late July 2020 to coincide with Delabole Carnival Week and the start of the school Summer Holidays.

DELABOLE SKATE PARK DEVELOPMENT PLAN

	Committee	Maverick Industries
November 2018	Fundraising event - X / grant application to X	
December 2018	Fundraising event - X / grant application to X	
January 2019	Fundraising event - X / grant application to X	
February 2019	Fundraising event - X / grant application to X	
March 2019	Fundraising event - X / grant application to X	
April 2019	Fundraising event - X / grant application to X	
May 2019	Fundraising event - X / grant application to X	
June 2019	Fundraising event - X / grant application to X	
July 2019	Fundraising event - X / grant application to X	
August 2019	Fundraising event - X / grant application to X	
September 2019	Finalise designs Publicity – social media/local press	Finalise designs
October 2019		
November 2019		
December 2019	Publicity – social media/local press Turf cutting event	Groundworks and site preparations
January 2020		Groundworks and site preparations
February 2020		Concreting and associated works
March 2020		Concreting and associated works
April 2020		Concreting and associated works
May 2020	Preparations/Publicity for opening celebration	Concreting and associated works
June 2020	Preparations/Publicity for opening celebration Formal handover to Parish Council	Ancillary Works
July 2020	Ribbon cutting ceremony and opening celebration to coincide with Carnival Week	

5.4 Delivery Responsibility and Involvement

Delivery and Project Management - carried out by Delabole Skate Park Project with support from St. Teath Parish Council's Outside Spaces Sub Committee. Delabole Skate Park Project Chair, Zoe

Burnard, and St. Teath Parish Council Vice Chair, Gerald Heard, will have overall responsibility for the project.

Finance – Delabole Skate Park Project Treasurer, Melanie Vercoe, will have overall responsibility, with funds being held and managed by St. Teath Parish Council on behalf of Delabole Skate Park Project.

Fundraising – Delabole Skate Park Project

Marketing and publicity – Delabole Skate Park Project

Contractor - Maverick Industries, led by Director Sue Mitchener.

6. Financial Plan

6.1 Cost of Project

Costs:

Design, first phase	£
Design, second phase	£
Groundworks	£
Drainage	£
Concrete Bowl and Street Course	£
Lighting	£
Ancillary Works	£
Landscaping	£
Fees	£
Other	£
Total	£

Funding:

Funding Raised:

Local Fundraising events	£4,614.00
Crowd Funding (JustGiving)	£90.00
Delabole Slate Quarry	£1,000.00
Western Supplies (local business)	£250.00
In memory of resident Biddy Holden	£200.00

Total £6154.00

Funding Pledged:

St. Teath Parish Council	£5,000.00
Dominic Fairman, Cornwall Councillor	£500.00
<i>Total</i>	<i>£5,500.00</i>
<i>Total Funding Raised or Pledged</i>	<i>£11,654.00</i>
Grants Pending:	
SITA Cornwall Trust Ltd.	£
The National Lottery	£
Section 106 Grant	£
Good Energy	£
Sport England	£
GWR Communities Improvements Fund	£
Total	£

6.2 Fundraising Plan

We have the following in place:

- A JustGiving account, which continues to steadily attract funds.
- Registration with the Co-op Local Causes Fund, which donates 1% of the purchase price of Co-op branded goods to Delabole Skate Park Project when registered members use their Co-op loyalty card.
- Local Business, Atlantic Signs, have produced a 15% off voucher for use by customers, and will donate 5% of the order price to Delabole Skate Park Project each time a voucher is used.

We continue to raise funds through ongoing events, including:

- Coffee Mornings
- Music Nights
- Raffles
- Online Auctions
- Bake sales
- Sponsored bike ride
- A Summer Fete
- A Fun Day
- Mailshot to local businesses (Delabole and surrounding area), asking for donations, either financial, raffle prizes or items for online auction.

We continue to monitor and research grant funding opportunities.

7. Sustaining Success

7.1 Management, monitoring and evaluation

St Teath Parish Council have confirmed they will formally adopt the Skate Park following completion of the project. Confirmation appended.

7.2 Longevity

Use

Following completion of the project, members of the Delabole Skate Park Project and User Group Sub Committee hope to work alongside St Teath Parish Council as members, continuing to support the Skate Park through regular promotion of the facility utilising social media and local press in both Delabole and neighbouring communities, as well as placing listings in skate park directories, What's On guides and tourism resources, to encourage users from further afield. We also believe there to be potential to host a programme of wheeled sports events and activities.

Physical Sustainability

The material used for the majority of the facility is spray concrete; a material that will not rust, rot, decay, burn, break, or bend, and doesn't contain loose fixings, and therefore its lifetime is greatly increased, reducing the necessity for additional materials being needed for repair, maintenance or replacement.

8. APPENDICES

1. Constitution.
2. Confirmation of support from St. Teath Parish Council.
3. Confirmation of support from Dominic Fairman, Cornwall Councillor.
4. Confirmation of support from Devon and Cornwall Police.
5. Confirmation from St. Teath Parish Council that they will formally adopt the project, following completion.

1.

CONSTITUTION OF DELABOLE SKATE PARK PROJECT

ADOPTED on 5th MARCH 2017.

1. Name

The name of the Group shall be DELABOLE SKATE PARK PROJECT

2. AIMS

The aims of the Group shall be to fundraise for a concrete skate park.

3. POWERS

In order to achieve its aims the Group may:

- a) Raise money
- b) Open bank accounts
- c) Take out insurance
- d) Employ staff
- e) Acquire and manage buildings
- f) Organise courses and events
- g) Work with other groups and exchange information
- h) Do anything that is lawful which will help it to fulfil its aims

4. MEMBERSHIP

- a) Membership of the Group shall be open to any person over 18 or any organisation living or located in Delabole or the surrounding area who is interested in helping the Group to achieve its aims, willing to abide by the rules of the Group and willing to pay any subscription agreed by the Management Committee.
- b) Membership shall be available to anyone without regard to gender, race, nationality, disability, sexual preference, religion or belief.
- c) Every individual member and each organisation shall have one vote at General Meetings.
- d) The membership of any member may be terminated for good reason by the Management Committee but the member has a right to be heard by the Management Committee before a final decision is made.
- e) Each member organisation shall appoint a representative to attend meetings of the Group and notify the Group's Secretary of that person's name

5. MANAGEMENT

- a) The Group shall be administered by a Management Committee of the Officers and not more than 6 other members elected at the Group's Annual General Meeting (A.G.M.).
- b) The Officers of the Management Committee shall be: the Chairperson, the Treasurer and the Secretary.
- c) The Management Committee shall meet at least 5 times a year.
- d) The Chairperson shall Chair all meetings of the Group.
- e) The quorum for Management Committee meetings shall be 4 members.
- f) Voting at Management Committee meetings shall be by a show of hands. If there is a tied vote then the Chairperson shall have a second vote.
- g) The Management Committee may by two-thirds majority vote and for a good and proper reason remove any Committee member, provided that person has the right to be heard before a final decision is made.
- h) The Management Committee may appoint another member of the Group as a Committee Member to fill a vacancy provided the maximum number is not exceeded.

6. DUTIES OF THE OFFICERS

- a) The duties of the Chairperson are to:
 - chair meetings of the Committee and the Group
 - represent the Group at functions/meetings that the Group has been invited to
 - act as spokesperson for the Group when necessary.
- b) The duties of the Secretary are to:
 - take and keep minutes of meetings
 - prepare the agenda for meetings of the Committee and the Group in consultation with the Chairperson
 - maintain the membership list
 - deal with any correspondence
 - collect and circulate any relevant information with the Group
- c) The duties of the Treasurer are to:
 - supervise the financial affairs of the group
 - keep proper accounts that show all monies collected and paid out by the group

7. FINANCE

- a) Any money obtained by the Group shall be used only for the Group.
- b) Any bank accounts opened by the Group shall be in the name of the Group.
- c) Any cheques issued shall be signed by the Treasurer and one other nominated official.

8. ANNUAL GENERAL MEETING

- a) The Group shall hold an Annual General Meeting (A.G.M.) in the month of March.

- b) All members shall be given at least fourteen days' notice of the A.G.M. and shall be entitled to attend and vote. The quorum for an A.G.M. shall be 4 members.
- c) The business of the A.G.M. shall include:
 - I. receiving a report from the Chairperson on the Group's activities over the year
 - II. receiving a report from the Treasurer on the finances of the Group
 - III. Electing a new Management Committee and
 - IV. considering any other matters as may be decided.

9. SPECIAL GENERAL MEETING

A Special General Meeting may be called by the Management Committee or by any 3 members 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. All members shall be entitled to attend and vote.

10. ALTERATIONS TO 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. DISOLUTION

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 similar aims.