

CONSTITUTION OF REPAIR CAFÉ KENILWORTH (“ReCK”)

(a not for profit social enterprise)

1. CONSTITUTION

By the signatures of the initial members of ReCK’s Steering Group, at a meeting held on 22nd February 2020, this document was adopted as ReCK’s constitution.

2 AIMS

ReCK’s aims are:

- 2.1 to provide social, environmental and educational benefits to the local community by providing a safe and welcoming café style environment where together volunteer repairer and community member can repair personal and portable household items and devices that would otherwise be discarded or replaced.
- 2.2 to facilitate participation between individuals around the task of repairing, to regenerate the use of skills that have been lost in our modern throwaway society and to pass them on to others.
- 2.3 to support the local community in achieving reductions in greenhouse gas emissions, waste to landfill and to encourage repair, recycling and re-use, where possible.
- 2.4 to support the objectives and reflect the ethos of Repair Café (www.repaircafe.org/en/) and be part of an international movement of Repair Cafes.

3. OBJECTIVES

ReCK will seek to achieve its Aims by:

- 3.1 Organising and running regular Repair Café sessions, throughout the year, at a convenient, suitable venue, in Kenilworth.
- 3.2 Securing, from within the local community and elsewhere, Volunteers, with appropriate skills to provide the repair service and other supporters (“Friends”) and by ensuring that both Volunteers and Friends feel valued in their involvement and support.
- 3.3 Fostering and encouraging the transfer of skills and knowledge, both generally and intergenerationally.
- 3.4 Undertaking public awareness activities and campaigns, designed to develop and to embed a “repair culture” in Kenilworth and to demonstrate the economic benefits which can accrue, for both individuals and the community, by the adoption of a “repair culture”.
- 3.5 Seeking to promote the well-being of members of Kenilworth’s community by offering opportunities for social interaction, volunteering and inclusion, within a community-led, café-based facility.
- 3.6 Offering a wide variety of opportunities for those interested in ReCK’s Aims to volunteer their services, to include offering suitable training, for both Volunteers and Friends, to enhance their skills, knowledge and expertise.

4 STEERING GROUP

- 4.1 ReCK is an unincorporated, not for profit, organisation, administered by a Steering Group to consist of not less than 5 and not more than 7 individuals (including its Officers), drawn from within the ranks of the Volunteers and the Friends.
- 4.2 ReCK's Officers shall consist of its Chairperson, Treasurer and Secretary, each of whom shall hold office for an indeterminate period of time.
- 4.3 The Steering Group shall have power to establish sub-group(s) and working parties, each to be accountable to the Steering Group and with terms of reference to be determined by the Steering Group, whenever this might seem to be appropriate or of assistance to the achievement of the Aims.
- 4.4 The Steering Group shall have power to co-opt, either regularly or on specific occasions, others (whether Volunteers, Friends or others with suitable skills or expertise) to attend its meetings, on a non-voting basis.

5. ADMINISTRATION

- 5.1 The Steering Group shall meet whenever thought necessary and shall meet at least twice in each calendar year.
- 5.2 The quorum for any meeting of the Steering Group shall be four, including at least two of the Chairperson, Treasurer and Secretary.
- 5.3 Voting at Steering Group meetings shall be by way of a show of hands; in the event of a tied vote, the Chairperson shall have a second, casting, vote.
- 5.4 Each member of the Steering Group shall be entitled to require a matter to be considered at a meeting of the Steering Group, of which not less than seven (7) and not more than fourteen (14) days' notice shall have been given, by giving notice to the members of the Steering Group requiring such a meeting to be held; upon receipt of such said notice the Officers shall make arrangements for such a meeting to be convened and held.
- 5.5 Any two of the Chairperson, the Treasurer and the Secretary shall be entitled to call a meeting of the Steering Group, on short notice, to deal with a matter requiring urgent attention.
- 5.6 E-mail shall be the normal and primary means of communication between members of the Steering Group; any reference to "written", in this constitution shall include a communication sent by e-mail.

6 FINANCE

- 6.1 All and any funds received by ReCK shall be used only for the purposes of the Repair Café Kenilworth, in accordance with the Aims and for no other purpose.
- 6.2 Any bank account shall be opened in the name of the "Repair Café Kenilworth". The bank mandate shall require all cheques (or equivalent electronic banking instructions) to be signed by at least two of the signatories nominated, for the time being, on the bank mandate.
- 6.3 The Treasurer shall present a report on ReCK's financial position to each formal meeting of the Steering Group.
- 6.4 The Treasurer shall have the power to convene a meeting of the Steering Group, on not less than five (5) and not more than ten (10) days' notice to discuss any aspect of ReCK's finances which is of concern to the Treasurer.

7. ALTERATION OF THE CONSTITUTION

- 7.1 Any proposal for an alteration to ReCK's constitution must be submitted to the Secretary, in writing and will then be the subject of a Steering Group meeting, for which not less than seven (7) and not more than fourteen (14) days' notice shall have been given to all members of the Steering Group.
- 7.2 Any change to ReCK's constitution shall require a not less than two-thirds majority of those members of the Steering Group present at that meeting and voting on the proposed change and the Chairperson shall to be entitled to a second, casting, vote.

8. DISSOLUTION

- 8.1 ReCK may be wound up, at any time by a two-third majority vote of those members of the Steering Group present and voting at a meeting for which not less than fourteen (14) and not more than twenty-one (21) days' notice shall have been given to all members of the Steering Group.
- 8.2 On the dissolution of ReCK, the Steering Group shall distribute its remaining assets and any surplus funds to a group or organisation having similar aims and objects to ReCK.

9. ADOPTION OF THE CONSTITUTION

Date 22/02/2020

Signature of Chair  name Sharon Maxted

Signature of Secretary  name Julie Pemberton

Signature of Treasurer  name Elaine Lewis

Signature of Volunteer  name John Ruddick

Signature of Volunteer  name Jamie Rogers