**North Salop Wheelers Community Bus Project**

**CONSTITUTION, March 2022 (amended and affirmed at the AGM)**

1. The name of the organisation is “North Salop Wheelers Community Bus Project” (hereafter NS Wheelers CBP), informally “Wheelers”.
2. Office address: c/o Wem Town Council, Edinburgh House, Wem, SY4 5DB
3. NS Wheelers CBP is a membership-based, “not-for-profit” organisation run by a largely-voluntary Management Team for the benefit of its members.
4. The **aim** of NS Wheelers CBP is to provide affordable and inclusive transport accessible to residents of North Shropshire not otherwise provided for (see map on NS Wheelers CBP website for the broad geographical area covered); in particular, those people unable to access public or private transport by reason of age, incapacity, isolation or economic hardship.
5. The **objectives** of NS Wheelers CBP are:
	1. To operate bus services under appropriate Operating Permits (e.g. Section 19/22) for occasional group bookings and a weekly bus service to Market Drayton, Wem and Whitchurch, connecting those towns and the villages in-between;
	2. To assist the Voluntary Car schemes in Market Drayton, Wem and Whitchurch to transport individuals, or small groups, to meet welfare and social needs (e.g. medical appointments);
	3. To raise sufficient funds, by way of grants and donations, to secure its aim and objectives.
6. **Membership** of NS Wheelers CBP**:**
* Individual Membership Is by annual fee determined annually at the AGM (currently p.a. £25, or £35 for two persons at the same address);
* Individual membership also includes anyone who qualifies under the terms of the Operating Permit to use, or help to run, its services;
* Occasional guest (max 4 trips p.a.) membership fee £1 per trip; prior booking is essential;
* Group Membership is open to any organisation that hires a mini-bus and pays a Group Membership fee (£50.00 p.a.) and a hiring fee (rate dependent on journey) for each hire. A returnable deposit is also required.
1. The organisation shall elect officers of a **Management Team** at the AGM with a minimum of the following: Chair, Secretary, Treasurer, Administrator. Elected Officers will serve for one year but are eligible for re-election. Additional officers (e.g. Fleet manager; web-site manager) might be co-opted.
2. A minimum of three (max 4) Passenger Representatives and Drivers Representatives (max 2) shall be elected at the AGM to serve on the Committee for one year, but are eligible for re-election.
3. The Management Team and the Committee will each meet at least six times per annum, typically alternating monthly.
4. A quorum for the Committee will comprise three officers and three passenger/driver representatives.
5. An Annual General Meeting will be held annually in March.
6. The Chairman/Secretary/Treasurer/Administrator reports and the audited accounts (for the Financial Year running 01 Jan - 31 Dec) will be presented at the AGM, at which an auditor will be appointed.
7. Changes to the Constitution might be proposed by the Management Team, circulated one month in advance, and put to the AGM (or to an extraordinary GM, which might be virtual) for ratification by members.
8. In the event of the dissolution of NS Wheelers CBP, any remaining assets after the satisfaction of all debts and liabilities, shall be transferred to any not-for-profit or charitable organisation sharing NS Wheelers CBP’s broad aim.