



CONSTITUTION

1. Name of the organisation :-

The name of the organisation for this unincorporated volunteer led group is,

North West in Bloom. (NWIB).

2. The purpose of the group :-

To promote and coordinate the Royal Horticultural Societies (RHS) Britain in Bloom and Community Gardening campaigns for the North West region. This includes the RHS NWIB Its Your Neighbourhood campaign and other similar initiatives.

- 2.1 To encourage community representatives and volunteers to work in partnership with others, to improve and maintain their outdoor spaces in their locality
- 2.2 To encourage groups to continually improve the horticultural, environmental and biodiversity, and community aspects, including improved health and wellbeing outcomes, e.g. "Social Prescribing, whilst engaging in a range of initiatives.
- 2.3 To encourage groups to work together and share ideas and register annually for the RHS Britain in Bloom North West and the Its Your Neighbourhood Campaigns.

3. Membership of North West in Bloom :-

NWIB has several Officers, namely the Chair, Vice Chair, Treasurer and Regional Coordinators. The Chair, Vice Chair and Treasurer are elected at the Annual General Meeting, where more than one nomination(s) are received, voting will take place. The officers undertake the coordination of RHS NWIB activities.

This group together with all the regional Judges and Assessors are members of the NWIB organisation, and as such support the activities.



4. Annual General Meeting (AGM) :-

NWIB will have an AGM each year, all the regional judges and assessors, the regional coordinators and officers will be invited.

- 4.1 Invitations to attend will be sent to all members with at least 14 days' notice, items for the agenda can be submitted and accurate minutes will be taken
- 4.2 There needs to be a minimum of 12 people attending for the AGM to be quorate.
- 4.3 At the AGM, annual reports will be received from :-
 - Chair person
 - Regional Coordinators
 - Treasurer including income and expenditure for the year
- 4.4 Frequency of other meetings throughout the year, The Chair may organise a sub meeting with a few officers / members to plan the judging itinerary. However a full members meeting will be convened with at least 14 days' notice to verify / moderate the marks / grades for the visits and receive and agree discretionary nominations.
- 4.5 All formal meetings will have agendas and associated accurate minutes recorded.

5. Finance / Accounts :-

NWIB has one registered Royal Bank of Scotland Account.

- 5.1 Both the Chair and Treasurers signatures are required to authorise any payments
- 5.2 The Regional Co-ordinators record, check and process any invoices or expense claims, these are forwarded to the treasurer to make payment.
- 5.3 The treasurer has the responsibility to manage the NWIB finances, and to present an annual financial support. Also, to ensure that the NWIB annual accounts are externally audited by approved financial professionals.
- 5.4 All levels of expenses, including mileage, honorariums, out of pocket and any other remuneration associated with NWIB are approved annually at the AGM



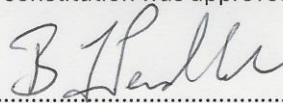
6. Safeguarding / Health and Safety :-

All members of NWIB have a responsibility to ensure all groups, volunteers including children, young people and vulnerable adults can participate in Bloom activities safely and free from harm. They have a responsibility to report any concerns. NWIB has a Safeguarding Statement which is updated annually and shared at the AGM. All NWIB members are expected to always follow all Health and Safety legislation and guidance whilst representing RHS NWIB

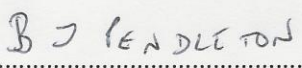
- 6.1 All NWIB members are expected to conduct themselves in a professional manner, and not compromise their RHS / NWIB role, including their use of social media'
- 6.2 All NWIB members if using their own vehicle to travel on RHS / NWIB approved business need to ensure it is legal, fit for purpose and has appropriate insurance.
- 6.3 All NWIB members including the Regional Coordinators are expected to disclose any Declarations of Interest on an annual basis.

7. Constitution Approval :-

This NWIB constitution was approved by Members present at the 2024/25 NWIB AGM.

Signed 

Chair Person

Name..... 

Date..... 