

Coaley Uley Climate Action Network (CUCAN)

Constitution

Constitution adopted on 17 October 2025

1. Name

The group shall be called Coaley Uley Climate Action Network (CUCAN).

2. Aims & Objectives

CUCAN is a Not-for-Profit group, described legally as an “Unincorporated Association”.

Originating informally in 2019 at a Public Meeting in Coaley Village Hall, CUCAN is established here formally, to :

- * initiate and lead local projects that help to mitigate the Climate Change crisis
- * initiate and lead local projects that help to reverse the Nature Degradation crisis
- * serve as a hub and support for local project groups that support these aims, and as a link to other CAN groups (eg Stroud & District CAN, Wotton Area CAN).

The Group will maintain a Website (www.cucan.org.uk) and a Social Media page ([Facebook](https://www.facebook.com/cucan)) to communicate its aims and objectives to the local (and wider) community.

3. Membership

Membership is open to all who support the Group’s aims. A list will be kept.

There is no fee to be a Member. All members are volunteers. To join, a person will be asked to provide some minimal details – name, email address, consent to join the cucan whatsapp group.

The Group reserves the right to refuse or revoke membership if conduct is harmful to the Group’s objectives.

4. Management Committee

The Group shall be managed by a Committee (Core Group), drawn from and elected by Members at the Annual General Meeting (AGM).

The Committee shall consist of:

- * Chair *Elizabeth Ely*
- * Secretary *Tess Jackson*
- * Treasurer *David Lungley*
- * At least two other Members who wish to help manage the Group’s activities:

Keith Tibbits, Belinda Gilbert, Kathy Williams, Martin Percy (Committee Oct 2025)

Committee Members are expected to carry out tasks outside meetings to progress the Group’s aims. Work parties must be led by a member of the Committee.

5. Project Groups

Project Groups may be set up by the Committee to further particular aims. There are two kinds of Project Group, CUCAN Project Groups and Ringfenced Project Groups (Affiliated Groups).

A Ringfenced Project Group is one with the following additional characteristics:

- Has its own constitution and committee, so structurally separate from CUCAN
- A CUCAN Committee member sits on their committee, with a copy of the CUCAN constitution
- Raises its own funds, that sit in the CUCAN bank account and are ringfenced for use solely by that Ringfenced Project Group
- Makes an annual contribution to CUCAN in return for agreed services (e.g. insurance, bank, website), where finances permit

6. Meetings

The following meetings of the Group will take place:

- Annual General Meeting (AGM). Must be held once a year to review activities, finances, and elect the Committee. All Members are invited to attend.
- Special General Meeting (SGM). May be called by the Committee or if requested by at least one-third of Members. All Members are invited to attend.
- Committee meetings. Shall be held as determined by the Committee. Only Committee Members attend, but guests may be invited to contribute.

Meetings are considered quorate if at least four Members are present. Members must have at least 14 days notice of an AGM or SGM.

Decisions in all meetings shall be made by a simple majority vote of those Members present; the Chair has a casting vote if needed. Each member has one vote.

If the Chair cannot attend a meeting, they will nominate another Committee Member to act as chair for that meeting.

7. Finances

Funds shall be held in a bank account in the Group's name. All money raised shall be used solely to further the Group's aims. Members can be reimbursed expenses incurred in pursuit of the Group's aims, but are otherwise unpaid.

The Treasurer shall keep proper accounts and present a financial report at the AGM. At least three Committee Members shall have access to the bank account, any two of which are required as signatories to payments.

8. Communications

The Group's communications will be managed through the following channels:

- An email address: coaleyuleycan@gmail.com
- A WhatsApp Group: [cucan](#)
- * A website: www.cucan.org.uk

Members who do not wish to join WhatsApp will be notified of key information by email.

9. Change to the Constitution or Dissolution of the Unincorporated Association

Changes to the Constitution or Closure of the Group can only be done at an AGM or SGM, at which 80% of the Members attending Vote in favour. Voting by proxy can be permitted with one week's prior signed consent of a majority of the Committee.

10. Statutory Policies

(a) Data Protection

The Group shall comply with the UK General Data Protection Regulation (GDPR) and the Data Protection Act 2018 in handling Members' and volunteers' personal data.

Personal data (e.g., names, contact details) will only be collected for legitimate purposes related to the Group's activities and will not be shared without consent.

Data will be stored securely and deleted when no longer needed.

Members have the right to:

- Access their data held by the Group.
- Request corrections or deletion of their data.
- Withdraw consent for communications at any time.

(b) Safeguarding

Children, and vulnerable adults, are most welcome to join in practical activities. Children must be accompanied by a parent (or trusted friend/relative nominated in writing by a parent), and vulnerable adults by a carer, who are responsible for the wellbeing and safety of their charges.

(c) Equal Opportunities and Diversity

Cucan supports nationally specified Equal Opportunities and Diversity Policies

([Equality, diversity and inclusion policy template | Acas](#))

11. Insurance and Risk Assessments

The Committee shall ensure that appropriate public liability insurance is in place to cover each of its activities and events, and Trustee Liability to protect its Officers.

The Leader of each Work activity or event is responsible for producing a Risk Assessment, which will include a record of the tasks completed and the personnel taking part.

The Treasurer is responsible for ensuring insurance policies are adequate for the Group's activities, are renewed and reviewed annually, and will keep records of insurance policies and certificates, and each Work session Risk Assessment.

Signatures of the Committee

Chair	Secretary	Treasurer
Member 1	Member 2	Member 3
Member 4	Date	

Active CUCAN Projects and Ringfenced Projects at 1 October 2025:

Cucan Projects: *Quarterly Repair Cafes*, CUCAN website, Coaley Rec Compost project

Ringfenced projects: *Uley Trees & Meadows (Tree planting and Biodiversity sites)*