

FRIENDS OF HIGHAM HILL LIBRARY (FHHL) CONSTITUTION

1 Name

The name of the organisation is the **Friends of Higham Hill Library**.

The Friends of Higham Hill Library are a group of local people who use and care about Higham Hill Library, and the service it provides to the community of Higham Hill and the surrounding area of Walthamstow.

2 Mission statement

The Friends are committed to ensuring that the existing Higham Hill Library building and the library service within it are protected, maintained and improved, now and for the future. The Friends believe that Higham Hill Library should continue to be maintained by the local-authority and that Waltham Forest Council should be responsible for the management of the staff, services and stock.

3 Aims and activities

- To engage with individuals and local organisations to support and promote Higham Hill Library as one of our community's best assets.
- To encourage the appropriate use of Higham Hill Library by individuals and organisations such as schools, nurseries, and a range of community groups.
- To support and supplement activities generated by Waltham Forest Library Service and, where appropriate, initiate and lead activities within Higham Hill Library.
- To raise money and, where appropriate, to bid for funds which could benefit Higham Hill Library and the library service.
- To build and maintain links with other libraries in Waltham Forest and beyond.
- To engage with the local authority, councillors, politicians and national government as appropriate regarding library matters.

4 Membership

Membership of the Friends of Higham Hill Library is open to all local people and users of the library who share and support the aims of the group.

5 AGM and other meetings

An AGM will be held every year, with 14 days' notice given to all members telling them what is on the agenda. There will be at least 4 other meetings per year – and special meetings may be called if there is an urgent need. At the first AGM in September 2018, this constitution will be reviewed and may be amended by a majority of members present and voting at the meeting.

Initially, for the first year, there will be a Steering Committee of up to 10 members. 50% of the steering committee will be required to make decisions. This will also be reviewed at the first AGM and individual roles may be created and elected.

6 Finances

Funds and property must only be used for the aims of the organisation. A bank account will be set up in the name of the Friends of Higham Hill Library.

7 Setting up the organisation

This constitution was adopted on by the people whose signatures appear below.

They will be the Steering Committee until the first AGM, which must be held within one year of this date.

Signed