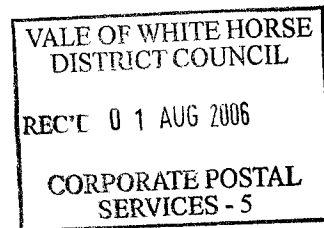


123 South Avenue  
Abingdon  
Oxfordshire  
OX14 1QS

Mr Terry Stock,  
Chief Executive,  
Vale of White Horse District Council,  
Abbey House,  
Abbey Close,  
Abingdon,  
OX14 3JE.

28 July 2006

Dear Mr Stock,



**Friends of Abbey Meadow Outdoor Pool**

Our Friends Group adopted the attached constitution recently. You will see that it authorizes me to invite your council to nominate a representative to sit on our management committee, and this letter constitutes that invitation. We would be happy with either an elected member or an officer.

As you can see, we are keen to take input from each of the three major groups involved in the financing and running of the pool.

We are delighted by the popularity of the swimming pool this summer and wish to do everything we can to enable this valuable facility to be a success year by year.

May I take this opportunity, through your office, to thank Vale of White Horse District Council for its very generous support of the pool and for all the goodwill towards this precious amenity in the heart of Abingdon and in the hearts of Abingdonians.

Yours sincerely

A handwritten signature in cursive script that reads 'Elizabeth Edgecombe'. A horizontal line is drawn under the signature.

Elizabeth Edgecombe  
Chairman  
Friends of Abbey Meadow Outdoor Pool

17 May 2006

## **Constitution for the Friends of Abbey Meadow Outdoor Pool**

### **Name**

The name of the association shall be Friends of Abbey Meadow Outdoor Pool.

### **Object**

The object of the association is to enhance the enjoyment and recreation offered to the public by the open-air pool and to support its operation with ideas, practical effort and resources.

### **Membership**

Full membership shall be open to all on registration. There shall be no annual fee but donations shall be accepted.

### **Management Committee**

The Management Committee shall comprise a maximum of 14 members, including Honorary Officers, Chair, Vice Chair, Secretary and Treasurer. Abingdon Town Council, Vale of White Horse District Council, and the company operating the pool shall each be invited to propose a member.

The Mayor of Abingdon will be invited to be Honorary President of the Association.

### **Powers and Duties**

The general management and direction of the affairs and funds of the Association shall be the responsibility of the management Committee. It may nominate members to serve on other bodies, pay part or the whole of any expenses to any member incurred in the execution of his or her functions or duties on behalf of the Association, and it may fill casual vacancies from time to time in its membership. Casual members shall resign at the AGM following their appointment, though they may stand for election at that time.

### **Meetings**

The Management committee shall hold meetings not less than quarterly. Four members shall constitute a quorum.

An Annual General Meeting will be held of all registered members, when elections will take place and an annual report and audited accounts will be presented. Auditors will be appointed at the AGM.

A Special General Meeting of members may be called by a quorate meeting of the Management Committee or at the request of 10 members of the Association in writing to the Secretary. The date should be fixed and notified to all members by the management committee within 14 days of the request.

The date of any general meeting (annual or special) will be determined by the Management Committee and notified to all members giving 14 days' clear notice of the date and agenda. One third of the membership, or 12 members, whichever is the lesser, shall constitute a quorum at any general meeting.

### **Finance**

A bank account shall be set up by the Management Committee and administered by the Treasurer. Cheques drawn on the Friends' account will require the signatures of any two of the officers.

### **Alterations to the Constitution**

Amendments to the Constitution may be made at a general meeting of the Association with a 2/3 majority of those present and voting. The amendments must be circulated to all members in writing at least 21 days before the meeting.

### **Dissolution**

The dissolution of the association may be determined by a 2/3 majority of those voting at a general meeting. In the event of dissolution, the assets of the association shall be given to a body with similar aims and purpose.

### **Adoption**

This constitution was adopted by the inaugural meeting of the friends on 17 May 2006