



CONSTITUTION OF MOURNE MAMAS

1. Name

The name of the group shall be **Mourne Mamas** (hereinafter referred to as 'the Group').

2. Aims and Objectives

The aims of Mourne Mamas are:

- To provide a supportive, welcoming and inclusive community for mothers in the Mourne and Down area, particularly Kilkeel and its surrounding areas.
- To reduce social isolation and improve wellbeing among mothers by providing opportunities for connection, friendship and peer support.
- To organise regular meet-ups, events and activities that promote social, emotional and physical wellbeing.
- To offer guest speakers, workshops, creative sessions and other activities that support mothers, families and personal development.
- To create and maintain an online support network through platforms such as WhatsApp and social media.
- To provide a safe, friendly and supportive environment where mothers can build relationships and access community support.

3. Membership

- Membership shall be open to mothers living in, or with a connection to, the Mourne and Down area who wish to join the community.
- There shall be no membership fee, in order to ensure accessibility.

- Members are encouraged to participate in the activities and development of the Group.
- Members may contribute ideas and feedback regarding the activities and direction of the Group.
- The Group shall not discriminate on the grounds of age, race, religion, disability, sexual orientation or socio-economic background.
- Membership of the Group may be withdrawn where a member engages in behaviour that is seriously inappropriate, discriminatory, abusive or otherwise contrary to the aims and values of the Group. Any such decision shall be made by the committee.

4. Management and Decision-Making

The Group shall be managed by a voluntary committee.

The committee shall consist of:

- **Chairperson** – responsible for overseeing the general running of the Group, coordinating the committee and representing the Group in external matters.
- **Vice-Chair** – support the management and development of the Group, contribute to decision-making and assist with events, activities, projects and other responsibilities as agreed by the committee.
- **Secretary** – responsible for communication, meeting records, administrative tasks and maintaining appropriate organisational records.
- **Treasurer** – responsible for managing the Group's funds, maintaining financial records, monitoring income and expenditure, and presenting financial information to the committee and AGM.

The committee may also establish additional voluntary roles where required to support the work of the Group.

Committee members shall normally be elected by the membership at the Annual General Meeting. Where a vacancy arises between AGMs, the committee may appoint a suitable member to fill the vacancy until the next AGM.

Committee members shall act in the best interests of Mourne Mamas and shall work collectively to support the aims and objectives of the Group.

5. Committee Meetings and Decision-Making

- The committee shall meet at least quarterly and may meet more frequently where required.

- Committee meetings may take place in person or electronically.
- The committee shall be responsible for the day-to-day management and operation of the Group.
- Decisions shall normally be made by a majority vote of committee members present at a committee meeting.
- Each committee member shall have one vote.
- In the event of an equal vote, the Chairperson shall have a casting vote.
- Decisions relating to significant changes to the Group's structure, constitution, dissolution or other matters that the committee considers to be of major importance may be referred to the wider membership for approval.
- A record of significant committee decisions should be maintained.

6. Annual General Meeting

An Annual General Meeting (AGM) shall be held once each year.

At the AGM:

- A review of the Group's activities during the previous year shall be presented.
- A financial report shall be presented by the Treasurer.
- Committee positions shall be confirmed or elections held where required.
- Members may raise matters relating to the Group's activities and future development.
- Proposed amendments to the constitution may be considered where appropriate.

7. Finance and Funding

- The Group shall operate on a not-for-profit basis.
- All income and funds received by the Group shall be used solely to support its aims and objectives.

- No member of the Group shall personally benefit from the Group's funds, except for the reimbursement of reasonable expenses properly incurred on behalf of Mourne Mamas and approved in accordance with the Group's financial procedures.
- The Treasurer shall maintain accurate records of income, expenditure, funding and other financial transactions.
- Financial information shall be made available to the committee and presented at the AGM.
- The Group may seek funding through grants, sponsorships, donations, fundraising activities and other appropriate sources.
- Members shall not be required to contribute financially to the Group.
- Expenditure over £50 shall require approval from the committee.
- Where possible, financial decisions should be agreed in advance and recorded appropriately.
- Funds received through grants or restricted funding shall be used in accordance with the conditions attached to that funding.

8. Conflicts of Interest

- Committee members shall declare any actual or potential conflict of interest relating to their role within Mourne Mamas.
- A committee member with a conflict of interest shall not take part in a decision where their personal, professional or financial interests could conflict with the interests of the Group.
- Mourne Mamas' resources, membership, funding, premises or platforms shall not be used for the personal or commercial benefit of an individual committee member without prior approval from the committee.
- Committee members may have other businesses, employment or voluntary roles, but these should be declared where they could reasonably create a conflict with the interests of Mourne Mamas.

9. Code of Conduct

- All members and committee members shall treat one another with respect, kindness and consideration.

- Confidential information shared within the Group, including information relating to individual members and their families, shall be treated appropriately and not shared outside the Group without consent, except where there is a legitimate safeguarding or legal reason to do so.
- The Group's WhatsApp groups, social media platforms, events and in-person meetings should be safe, welcoming and supportive spaces.
- Discriminatory, abusive, threatening, bullying, offensive or otherwise inappropriate behaviour will not be tolerated.
- Members must not use Mourne Mamas' platforms for personal business promotion unless this has been agreed by the committee.
- Committee members are expected to act responsibly and professionally when representing Mourne Mamas externally.
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10. Safeguarding and Welfare

The Group is committed to providing a safe and supportive environment for mothers and families participating in its activities.

- The committee shall take reasonable steps to ensure that activities organised by Mourne Mamas are conducted in a safe and appropriate manner.
- Where activities involve children, appropriate consideration shall be given to their safety and wellbeing.
- Any safeguarding concern arising through Mourne Mamas activities should be brought to the attention of a committee member and dealt with appropriately.
- The committee may establish additional safeguarding procedures or policies where required by the nature of the Group's activities, funding or venues.

11. Committee Member Responsibilities and Resignation

- Committee positions are voluntary and unpaid.
- Committee members are expected to contribute reasonably to the running and development of the Group.
- A committee member may resign from their position by notifying the Chairperson or another committee member.

- A committee member may be asked to step down where their conduct is seriously contrary to the aims, values or interests of Mourne Mamas.
- Where a committee member is asked to step down, the matter should be discussed fairly by the remaining committee members and the individual should be given an opportunity to respond.

12. Amendments to the Constitution

This constitution may be amended by a two-thirds majority vote at an AGM or specially convened meeting.

Proposed amendments should be communicated to members at least 14 days before the meeting at which they are to be considered.

Any approved amendments should be recorded and incorporated into the current version of the constitution.

13. Dissolution

If the Group decides to dissolve, any remaining funds or assets shall be donated to a local maternal wellbeing charity, family support organisation or other organisation whose aims are consistent with those of Mourne Mamas.

A final financial report shall be prepared, outlining how any remaining funds and resources have been distributed.

No remaining funds or assets shall be distributed amongst individual members or committee members.

Adoption and Amendment

This constitution was originally adopted on **19 March 2025**.

This amended constitution was adopted on **28 August 2026** and replaces the previous version.

Signed by:

Chairperson: Dr Claudia Newell

Vice-Chair: Miss Victoria Sloan

Secretary: Mrs. Aimee Glenny

Treasurer: Mrs Laura Johnston