

## Constitution of the Friends of Teesside International Airport

### 1. Name

The name of the group shall be Friends of Teesside International Airport, hereafter referred to as "the Group".

### 2. Aims and Objectives

The Group is established to support and promote Teesside International Airport. The primary objectives are:

- To promote the airport, its routes, and on site businesses at public events.
- To assist airport management with site maintenance, such as gardening or litter clearance, snow clearance.
- To provide volunteer support during one-off events, passenger processing, or emergency drills.
- Provide any further ad-hoc assistance requested of us by either the airport authority or Tees Valley Combined Authority.
- To act as a bridge between the airport and the local community.
- To provide membership with up to date news and information at regular meetings and monthly newsletters.

### 3. Membership

- **Eligibility:** Membership is open to any individual over the age of 18 who supports the aims of the Group, under 18's are permitted only with a full adult member.
- **Termination:** Membership may be terminated for conduct prejudicial to the Group or the Airport.
- **Equal Opportunities:** The Group shall not discriminate on the grounds of gender, race, disability, religion, or age.

### 4. Management Committee

The Group shall be managed by a Committee elected annually at the Annual General Meeting (AGM).

- **Officers:** The Committee must include a Chair, Secretary, and Treasurer and seven other members all with a designated positions that are pro active.

- **Powers:** The Committee may raise funds, manage a bank account, and enter into volunteer agreements with the airport.
- **Meetings:** The Committee shall meet at least 4 times per year. A quorum shall be 6 members.
- **Committee positions:**
  - Chairman
  - Vice Chairman
  - Secretary
  - Treasurer
  - Media & publicity
  - Activities & trips Chairman (sub committee)
  - Activities & trips (sub committee)
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## 5. Finances

- All funds shall be used solely to further the Group's objectives.
- A bank account shall be maintained in the Group's name.
- The Treasurer must keep accurate financial records and present a report at the AGM.
- An annual subscription charge of £12 to be paid by the membership (free to under 18's), any increase to be agreed by the committee and members notified on 1st December for any new rate to start on 1st January.
- No member shall derive any financial benefit from the group, except for payment of 'reasonable expenses' with a receipt.

## 6. Annual General Meeting (AGM)

- An AGM shall be held once every calendar year.
- Members must be given at least 21 days' notice of the AGM.
- The business of the AGM shall include the election of the Committee and the approval of the annual accounts.
- General meetings will be held on the third Wednesday of each month.
- An Extraordinary General Meeting (EGM) can be held at the Chair's discretion or by a written request to the Chair of not less than ten (10) members. The meeting shall be called within 21 days of such a request and appropriate measures taken to inform all members. An Extraordinary General Meeting should only consider the business specified in the request.

## 7. Code of Conduct

All members must adhere to the [\*\*Teesside Airport Code of Conduct\*\*](#), particularly regarding safeguarding and professional behaviour on airport grounds.

## 8. Dissolution

If the Group decides to close, any remaining assets (after debts are paid) shall be given to another community group or charity with similar aims.

## 9. Adoption

This constitution was adopted on 21 January 2026 by:

- Chair: \_\_\_\_\_
- Secretary: \_\_\_\_\_
- Treasurer: \_\_\_\_\_