



Terms of Reference

The name of the group is Well-brahams Mental Health & Well-being Group.

The group meets at the Wilbrahams' Memorial Hall, Angle End, Great Wilbraham, Cambridgeshire, CB21 5JG, UK.

We are a charitable unincorporated association, but not registered with the Charity Commission.

Aims and Objectives

Our Mission

- To improve the overall well-being of the local community and help reduce the stigma and discrimination associated with mental health

Our Aims

- To raise awareness of mental health issues within our community
- To provide information and practical advice on a variety of subjects related to mental health
- To provide information on activities and events that help promote positive mental health and well-being
- To promote awareness of local and national mental health organisations and charities that provide information and support
- To be approachable and accessible to the local community

Our Objectives

- To arrange talks locally which are free to attend
- To arrange activities and events locally which are free to attend
- To promote other local groups and activities
- To provide information on local and mental health organisations and charities via talks, leaflets and our website: <https://thewell-brahams.weebly.com>
- To be accessible to members of the local community who wish to discuss their own mental health issues or those of a relative or friend (please see our Contact Us page) - **any conversation is in the strictest confidence**
- To provide initial help and support to individuals
- To identify and support specific groups within the community
- To offer guidance towards appropriate professional help
- To encourage self-help strategies

Management Committee and Members

The Well-brahams group, is the 'management committee' and everyone is responsible for the group's affairs. The committee is non-elected with no specific officers; anyone who supports the aims of our group may join the committee. As the group's main role is to provide information and support to the whole community, rather than fund-raising, membership is not required.

The group is committed to equal opportunities. Please refer to our Equality and Diversity policy.

Meetings

The Management Committee meetings are informal and are usually held once a month. The quorum is five people.

An Annual General Meeting will be held every Spring to which everyone is invited. Details will be available on local websites, social media, local magazine and posters in the community at least four weeks before the AGM.

The group aims to make decisions by consensus but will have a vote if consensus cannot be reached.

Amendments to the group's governing documents can be made at any meeting.

Minutes will be taken at all meetings and circulated by email to committee members.

Finances

All payments must be authorised by two committee members.

The Management Committee is responsible for ensuring that any income is put to best use. Please refer to our Finance Policy and Procedures.

Dissolution

If it is necessary to close down the group, a meeting will be called to do this. If it is agreed to dissolve the group, all remaining money and assets, once outstanding debts have been paid, will be donated to a local charitable organisation. The organisation will be agreed at the meeting which agrees the dissolution.