

CONSTITUTION

1. Title

The name of the group is

2. Definitions

The group:

The members: persons who hold membership of the group in accordance to paragraph 4.

The management committee: elected members of the group in accordance to paragraph 5.

The year: a twelve-month period ending

3. Objectives

The main objective of the group is to

Objectives are:

4. Volunteer members

Volunteer ('person who freely offers to undertake a task') membership is open to all individuals (over the age of 18) who are interested in furthering the aims of the Group and taking part in its activities.

5. Management Committee

The members shall elect from among the group a Chairperson, a Secretary and a Treasurer to act as officers and Management Committee members. The Management Committee shall meet at least 4 times a year.

6. Annual General Meeting

The annual general meeting of the group shall be held during _____ each year. The business of the annual general meeting shall be:

- The considerations of the annual report of the committee
- The considerations of the examined annual accounts
- The election of officers
- The election of members of the committee other than the officers
- The appointment of an independent examiner of the accounts
- Undertake an annual review of financial and legal arrangements
- Review progress against aims

7. Equality & Diversity

We will not knowingly discriminate against any individual or group in the community in what we do or in what we promote including any publicity materials.

8. Financial Arrangements

All monies will be paid into a fund in the name of the group. The funds will only be used to further the aims of the group. Cheques must be signed by the Treasurer and at least one other member of the Management Committee. The Management Committee must ensure that a record of accounts is kept and that an annual statement of accounts is prepared and independently audited.

9. Changes to the Constitution

The constitution may only be changed with agreement by the Management Committee and members at a meeting called for that purpose.

10. Dissolution

If the Management Committee decides that it is necessary or advisable to dissolve the Group it shall call a meeting of all the members of the Group giving 21 days' notice of the resolution to be proposed. If the proposal is confirmed by a two-thirds majority of those present and voting, the Management Committee, after meeting all debts and liabilities, shall have the power to transfer any assets remaining to a registered charity or group with similar aims in the locality.

11. Adoption of the Constitution

This constitution was adopted at a meeting of the group on.....

SignedName.....date.....

SignedName.....date.....

SignedName.....date.....

SignedName.....date.....