

THIS CONSTITUTION HAS BEEN DRAWN UP IN ACCORDANCE WITH THE MODEL CONSTITUTION ISSUED BY THE NATIONAL FEDERATION OF COMMUNITY ASSOCIATIONS (AND THEREFORE COMPLIES WITH ALL FEDERATION, CHARITY COMMISSION AND INCOME TAX REQUIREMENTS ETC.).

YEALMPTON COMMUNITY ASSOCIATION

CONSTITUTION

1. NAME The name of the association shall be THE YEALMPTON COMMUNITY ASSOCIATION. (Hereinafter called "the Association").

2. OBJECTS AND POWERS

The objects of The Association shall be:

- (a) To promote the benefit of the inhabitants of the Parish of Yealmpton (hereinafter called 'the area of benefit') without distinction of sex or political, religious or other opinions by associating the local authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants;
- (b) to establish or to secure the establishment of a Community Centre (hereinafter called "the Centre" and to maintain and manage, or to co-operate with any local statutory authority in the maintenance and management of such a Centre for activities promoted by the Association and its constituent bodies in furtherance of the above objects.

The Association shall be non-party in politics and non-sectarian in religion.

The Association shall have power to affiliate to the National Federation of Community Organisations and to other organisations with similar charitable objects.

In furtherance of the said objects but not otherwise the Association may:

- (i) Bring together in conference representatives of voluntary organisations, Government departments, statutory authorities and individuals.
- (ii) Arrange and provide for or join in arranging and providing for the holding of exhibitions, meetings, lectures, classes, seminars and training courses, and other leisure-time activities.
- (iii) Collect and disseminate information on all matters affecting the said objects and exchange such information with other bodies having similar objects whether in this country or overseas.

- (iv) Procure to be written and print, publish, issue and circulate either gratuitously or otherwise such papers, books, periodicals, pamphlets or other documents or films or recorded tapes as shall further the said objects.
- (v) Purchase, take on lease or in exchange, hire or otherwise acquire any property and any rights and privileges necessary for the promotion of the said objects and construct, maintain and alter any buildings or erections necessary for the work of the Association.
- (vi) Make regulations for any property which may be so acquired.
- (vii) Subject to such consents as may be required by law, sell, let, mortgage, dispose of or turn to account all or any of the property or assets of the Association.
- (viii) Raise funds and invite and receive contributions from any person or persons whatsoever by way of subscriptions and otherwise provided that the Association shall not undertake any permanent trading activities in raising funds for its primary charitable objects.
- (ix) Receive money on deposit or loan and borrow or raise money in such a manner as the Association shall think fit subject to such consents as required by law.
- (x) Invest the moneys of the Association not immediately required for the said objects in or upon such investments, securities or property as may be thought fit, subject nevertheless to such conditions (if any) as may for the time being be imposed or required by law.
- (xi) Do all such other lawful things as are necessary for the attainment of the said objects.

### 3. MEMBERSHIP

- - (a) Full membership shall be open, irrespective of political party, nationality, religious opinion, race or colour to:
    - (i) Individuals of 18 years and over living in the area of benefit. Individuals under the age of 18 may be admitted into Junior Membership as and when and subject to such conditions as the General Committee may decide. Junior members shall not be entitled to vote.

- (ii) Individuals over 18 living outside the area of benefit, who shall be called Associate Members and who shall not have the right to vote at General Meetings of the Association.
  - (iii) Affiliated groups, which shall be such national, international and local voluntary or non-profit distributing organisations, whether corporated or unincorporated, as are interested in futhering the said work.
  - (iv) Yealmpton Parish Council
- (b) Sections shall be such groups of individual members as may, with the permission of the General Committee (hereinafter mentioned) be formed within the Association for the furtherance of common activities. The General Committee shall determine the terms of reference and powers of each such section, and may also determine the duration of its activites.
- (c) Each member organisation as set out in Clause 3 (a) (iii), and each section established in accordance with clause 3 (b) shall appoint one individual person to represent it and vote on its behalf at meetings of the General Committee and at General Meetings of the Association. In the event of such individual person resigning or otherwise leaving an organisation he or she shall forthwith cease to be a representative thereof. The organisation concerned shall have the right to appoint a new representative informing the Secretary in writing.

#### 4. SUBSCRIPTIONS

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All individual members and affiliated groups shall pay such subscriptions as the General Committee may from time to time determine.

#### 5. TERMINATION OF MEMBERSHIP

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The General Committee shall have the right for good and sufficient reason to suspend or to terminate the membership of an individual or an affiliated group, provided that the individual member or the individual representing the affiliated group shall have the right to be heard by the General Committee before the final decision is made.

#### 6. THE GENERAL COMMITTEE

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Subject as hereinafter mentioned the policy and general management of the affairs of the Association shall be directed by a General Committee (hereinafter called "the Committee") which shall meet not less than four times a year.

The Committee shall consist of:

- (a) The Honorary Officers elected under clause 7 hereof.
- (b) One representative appointed by each
  - (i) Affiliated group
  - (ii) Section
- (c) Three Yealmpton Parish Council members  
in accordance with clause 3 (b) hereof.
- (d) Up to twenty representatives of individual members, or such larger number as shall be equal to the number of Committee members appointed in accordance with sub-clause (b) above. Representatives of individual members shall be elected from among and by themselves at the Annual General Meeting.

If casual vacancies occur among the elected members of the Committee it shall have power to fill these from amongst the members of the Association. Any person appointed to fill a casual vacancy shall hold office until the next Annual General Meeting of the Association and shall be eligible for election at that meeting.

- (e) In addition to the members so elected and those serving by virtue of clauses 7 and 3 (b) hereof the Committee may co-opt up to ten further members, who shall be Full members of the Association whether individual or representative or a combination of both and who shall serve until the conclusion of the next Annual General Meeting after individual co-option, PROVIDED THAT THE NUMBER OF CO-OPTED MEMBERS SHALL NOT EXCEED ONE THIRD of the total number of members of the elected and appointed Committee in accordance with clause 6 (a), (b) and (c) hereof.
- (f) The proceedings of the Committee shall not be invalidated by any failure to elect or any defect in the election, appointment, co-option or qualification of any member.
- (g) The Committee may appoint such special or standing committees as may be deemed necessary by the Committee and shall determine their terms of reference, powers, duration and composition. All acts and proceedings of such special or standing committees shall be reported back to the Committee as soon as possible.

7. HONORARY OFFICERS  
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- (a) Only Full members of the Association whether individual or representative shall be eligible to serve as Honorary Officers or members of the Committee.
- (b) At the Annual General Meeting hereinafter mentioned the Association shall elect a Chairman, Vice-Chairman, Treasurer and Secretary and such other honorary officers as the Association shall from time to time decide.
- (c) The Chairman and the Honorary Officers shall be ex-officio members of the Association, the Committee and of any other committee.
- (d) If vacancies occur among the Honorary Officers the Committee shall have the power to fill these from amongst its members. Any person appointed to fill such a casual vacancy shall hold office until conclusion of the next Annual General Meeting of the Association and shall be eligible for election at that meeting.

8. PAID OFFICERS  
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- (a) The Committee may appoint or dismiss and fix the remuneration of such staff as may in its opinion be necessary. No paid member of the Association's staff shall be a member of the Committee.
- (b) The Committee may determine which, if any, persons employed by or seconded to the Association shall be invited, in a non-voting capacity, to attend meetings of the Association, the Committee and other committees.

9. MEETINGS OF THE ASSOCIATION  
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- (a) The First General Meeting of the Association shall be held not later than 30th April 1985 and once in each year thereafter an Annual General Meeting of the Association shall be held at such time (not being more than 15 months after the holding of the preceding Annual General Meeting) and place as the Committee shall determine. At least 21 clear days' notice shall be given in writing by the Secretary to each member. The business shall include:
  - (i) Consideration of the Annual Report of work done by or under the auspices of the Committee and of the audited accounts.

- (ii) Election of the Honorary Officers in accordance with clause 7 hereof.
  - (iii) Election of representatives of individual members to serve on the Committee in accordance with clause 6 (c) hereof.
  - (iv) Appointment of an auditor or auditors.
  - (v) Consideration of any other business of which due notice has been given.
  - (vi) Whenever necessary, consideration of and voting on proposals to alter this constitution in accordance with clause 15 hereof.
- (b) The Chairman of the Committee may at any time at his/her discretion and the Secreary shall within 21 days of receiving a written request so to do signed by not less than Full members whether individual or representative and giving reasons for the request call a Special General Meeting of the Association.

10. RULES OF PR OCEDURE AT ALL MEETINGS  
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(a) Voting  
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Subject to the provisions of clause 15, all questions arising at any meeting shall be decided by a simple majority of those present and entitled to vote thereat. No member shall exercise more than one vote notwithstanding that he may have been appointed to represent two or more interests, but in case of an equality of votes the Chairman shall have a second or casting vote.

(b) Quorum  
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One third of the members shall form a quorum at meetings of the Committee and all other committees. Twenty-five members or one-third of the members, whichever is the less, shall form a quorum at General Meetings of the Association.

(c) Minutes  
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Minute books shall be kept by the Association, the Committee and all other committees and the appropriate Secretary shall enter therein a record of all proceedings and resolutions.

11. STANDING ORDERS AND RULES FOR THE USE OF THE CENTRE

The Committee shall have power to adopt and issue Standing Orders and/or Rules for the use of the Centre. Such Standing Orders and Rules shall come into operation immediately, provided always that they shall be subject to review by the Association in General Meeting and shall not be inconsistent with the provisions of this Constitution.

12. FINANCE

- (a) All money raised by or on behalf of the Association shall be applied to further the objects of the Association and for no other purpose, provided that nothing herein contained shall prevent the payment in good faith of reasonable and proper remuneration to any employee of the Association or the repayment of reasonable out-of-pocket expenses.
- (b) The Hon. Treasurer shall keep proper accounts of the finances of the Association.
- (c) The accounts shall be audited at least once a year by the auditor or auditors appointed at the Annual General Meeting.
- (d) An audited statement of accounts for the last financial year shall be submitted by the Committee to the Annual General Meeting as aforesaid.
- (e) A Bank Account shall be opened in the name of the Yealmpton Community Association with National Westminster Bank PLC Old Town Street, Plymouth or with such other Bank as the Committee shall from time to time decide. The Committee shall authorise in writing the Treasurer, the Secretary of the Association and two members of the Committee to sign cheques on behalf of the Association. All cheques must be signed by not less than two of the four authorised signatories.

13. TRUST PROPERTY

The title of all real or personal property which may be acquired by or on behalf of the Association shall be vested in a Corporation lawfully entitled to act as a Custodian Trustee or in not less than three nor more than six individuals (not being members of the Committee) who shall enter into a Deed Of Trust setting forth the purposes and conditions under which they hold such property in trust for the Association.

14 DISSOLUTION  
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If the committee, by a simple majority, decides at any time that on the grounds of expense or otherwise it is necessary or advisable to dissolve the Association it shall call a meeting of all members of the Association who have the power to vote and the inhabitants of the area of benefit of the ages of eighteen years and upwards of which meeting not less than 21 days notice (stating the terms of the resolution to be proposed thereat) shall be posted in a conspicuous place or places in the area of benefit and advertised in a newspaper circulating in the area of benefit and given in writing to the Charity Commissioners for England and Wales and the Director of the National Federation of Community Organisations. If such decision shall be confirmed by a simple majority of those present and voting at such meeting the Committee shall have power to dispose of any assets held by or in the name of the Association. Any assets remaining after the satisfaction of any proper debts and liabilities shall be applied towards such charitable purpose for the benefit of the inhabitants of the area of benefit as the Committee may decide and as may be approved by the Charity Commissioners for England and Wales.

15. ALTERATIONS TO THE CONSTITUTION.  
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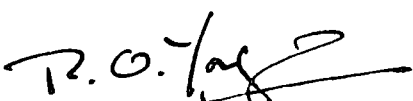
Any proposal to alter this constitution must be delivered in writing to the Secretary of the Association not less than 28 days before the date of the meeting at which it is first to be considered. An alteration will require the approval of both:

- a. a simple majority of members of the Committee present and voting at a Committee Meeting;
- b. a two thirds majority of individual members and representatives of the Affiliated Groups and Sections of the Association present and voting at a General Meeting.

Notice of each such meeting must have been given in accordance with normal procedure but not less than 14 days clear days prior to the meeting in question and giving the wording of the proposed alteration .

Provided that no alteration to clause 2 (objects), 14 (Dissolution) or to this Clause shall be made and no alteration shall be made which has the effect of causing the Association to cease to be a charity at law.

This Constitution was adopted as the Constitution of the YEALMPTON Community Association at a Public Meeting convened at the W.I. HALL Yealmpton on 19th April 1985.

Signed  (Chairman)

Signed  (Secretary)