

# MISSION COMMUNITY ASSOCIATION

## CONSTITUTION 2018

**1. The name of the Association shall be MISSION COMMUNITY ASSOCIATION**

**2. The objectives of the Association shall be:**

- (a) to promote the benefit of the inhabitants of the Parish of Misson without distinction of sex or of 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 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-political and non-sectarian.

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

Note: See clause 14 below

**3. Membership of the Association shall be of two kinds:**

(a) **Individual membership** shall be open, irrespective of political party, nationality, religious opinion, race or colour to:

- All persons aged 18 and over living in the area of benefit who shall be called Full Members.
- All persons under the age of 18 living in the area of benefit who shall be called Junior Members. Junior Members shall not have the right to vote at Members' meetings but may elect from amongst themselves two representatives to the Committee who shall have the right to vote as if they were Full Members.

(b) **Group membership**

- Constituent bodies shall be the local statutory authorities and such voluntary organisations as operate in the area of benefit and satisfy the committee that they are independent organisations or branches of independent national or other organisations.
- Sections shall be such groups as may, with the permission of the Committee, be formed within the Association among the individual members for the furtherance of a common activity.

Each constituent body and section shall have the right to appoint one representative to be a member of the Committee and at any time by giving notice in writing to the Secretary of the Association to revoke the appointment of such a Member and to appoint another member in his/her place. Such a Member shall have a right to attend and to vote at General Meetings of the Association.



#### **4. TERMINATION OF MEMBERSHIP**

The Committee shall have the right for good and sufficient reason to terminate the membership of an individual member or of Constituent body or Section provided that the individual member or person representing the body of Section shall have the right to be heard by the Committee before a decision is made.

#### **5. OFFICERS**

##### **(a) Honorary Officers**

The Annual General Meeting shall elect a Chairperson, a Treasurer and a Secretary as it may from time to time determine. All honorary officers of the Association shall be ex-officio members of all other committees.

##### **(b) Paid Officers**

The Committee shall have the power to appoint, and dismiss, a (paid) Secretary and such other employees of the Association as it may from time to time determine. The Committee may determine which (if any) persons employed by or seconded to the Association shall be members ex-officio of the Association.

#### **6. ANNUAL GENERAL MEETING**

Once in every year in the month of February, the Committee shall convene an Annual General Meeting of the Association, which all individual Members and representatives of the Constituent bodies and Sections shall be entitled to attend, for the purpose of receiving the Annual Report of the Committee and the annual audited statement of accounts; of appointing Honorary Officers of the Association; of accepting resignations of members of the Committee; of electing representatives of Full Members to serve on the Committee; of appointing an auditor or auditors; of making recommendations to the Committee and, whenever necessary, of voting proposals to amend this Constitution in accordance with Clause 14 hereof.

#### **7. SPECIAL GENERAL MEETING**

The Chairperson of the Committee or the Secretary may at any time at their discretion, and shall within 10 days of receiving a written request so to do signed by not less than 10 Members having the power to vote and giving reasons for the request, call a Special General Meeting of the Association for the purpose of altering the Constitution in accordance with Clause 14 hereof or of considering any matter which may be referred to them, by the Committee for any other purpose.

#### **8. COMMITTEE**

At the Annual General Meeting each year the Members shall point a Committee to which it may delegate any or all of its powers as it may from time to time determine.

The Committee shall consist of 8 Members elected by and from the Members of the Association.

The Committee shall have power to co-opt additional Members who shall be Members of the Association but provided that the number of co-opted members does not exceed one-third of the total number of elected and ex-officio members. Fifty percent of Members of the Committee shall retire annually but shall be eligible to be appointed or co-opted again.

The Committee shall have power to appoint such sub-committees as it may from time to time decide and may determine their powers and terms of reference.



## **9. RULES OF PROCEDURE AT ALL MEETINGS**

### **(a) Voting**

Subject to the provisions of Clause 14, 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/she 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**

One-third of the Committee Members shall form a quorum at meetings of the Committee and all other Committees. Twelve Members shall form a quorum at General Meetings of the Association.

### **(c) Minutes**

Minutes shall be kept by the Association and the appropriate Secretary shall enter therein a record of all proceedings and resolutions.

## **10. STANDING ORDERS AND RULES FOR THE USE OF THE CENTRE**

The Committee shall have the 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 Committee and shall not be inconsistent with the provisions of this Constitution.

## **11. FINANCE**

(a) All monies raised by or on behalf of the Association shall be applied to further the objects of the Association and for no other purpose.

(b) The Honorary Treasurer shall keep proper accounts of the finances of the Association.

(c) The accounts shall be audited at least once a year by a qualified auditor who shall be appointed at the Annual General Meeting.

(d) An audited statement shall be submitted by the Committee to the Annual General Meeting.

## **12. TRUST PROPERTY**

The title of all and any real property which may be acquired by or for the purposes of the Association shall be vested in Trustees who shall be appointed by the Committee who shall enter into a Deed of Trust, setting forth the purposes and conditions under which they hold the said property in trust for the Association. The number of Trustees shall not be less than 2 or more than 3.



### 13. DISSOLUTION

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 of the inhabitants of the area of benefit of the age of 18 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 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 Secretary for the National Federation of Community Associations. If such decisions 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 charitable purposes 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 of England and Wales.

### 14. ALTERATIONS TO THE CONSTITUTION

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 Constituent bodies and Sections of Association present and voting at a General Meeting.

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

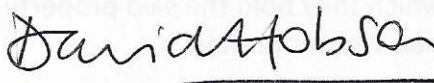
No alteration of Clause 2 shall be made without the consent of the Charity Commissioners of England and Wales.

If Trustees have been appointed in accordance with Clause 12 hereof, an alteration shall not be made without the knowledge and consent of the Trustees, but such consent shall not reasonably be withheld from them.

**This Constitution was adopted in accordance of the Misson Community Association at a Public Meeting duly convened at Misson Community Centre, Vicar Lane, Misson, DN10 6EG**

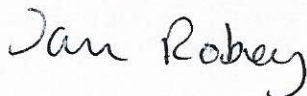
on 21st February 2018

Signed



David Hobson

Chairman



Jan Robey

Secretary