

THE WADWORTH COMMUNITY CENTRE
Constitution & rules

1. **NAME** The name of the organisation shall be Wadworth Community Centre (hereinafter called the "CENTRE").
2. **OBJECT** The objects of the organisation shall mainly be to provide and maintain a village Hall, for the use of the inhabitants of the parish of Wadworth, without distinction of Political, Religious or other opinions including use for meetings, lectures, classes and for other forms of recreation and leisure time occupation with the object of improving the condition of life of the said inhabitants.
3. **ADMINISTRATION** The centre shall be administered by the committee of management hereinafter constituted (and hereinafter called "the committee").
4. **CUSTODIAN TRUSTEE** The Parish Council of Wadworth should be trustee of the centre and the provision of subsection 2 of section 4 of the Public Trustee Act of 1906 shall apply to the said council and to the committee respectively in the manner as they apply to the Public Trustee and managing Trustees.
5. **COMMITTEE OF MANAGEMENT**
 - (1) Except as is hereinafter in this clause provided for the committee shall consist of: 4 elected members 1 representative member of each interested party and may include co-opted members.
Refer to clause 13 subsection 3 & 4.
 - (2) The elected members (other than those appointed under sub clause 7 of this clause to fill casual vacancies) shall be elected at the annual general meeting to be held as in these rules provided.
 - (3) One representative member shall be appointed by each of the interested organisations:-either 1) at the Annual General Meeting 2) as a co-opted member.
 - (4) Subject to the provisions of sub clauses 5 and 7 of this clause the period of office of members shall commence:
 - a) in the case of elected members at the end of the annual general meeting at which they were elected.
 - b) in the case of representative members appointed before the annual general meeting in anyone year, at the end of that meeting or, in the case of representative members appointed after such annual general meeting, or to fill a casual vacancy on the day on which notification of his appointment is received by the Secretary.
 - c) in the case of co-opted members, from the date of their co-option.

All members of the committee shall retire from office together at the end of the annual general meeting next after the date on which they came into office but they may be re-elected or re-appointed.

In the event of any application for representation on the committee being received from any existing or newly formed organisation operating in the area of benefit, the committee may, upon a resolution supported at a duly constituted meeting of the committee by the votes of a majority of not less than two-thirds of all the members of the committee, allow such organisation to appoint a representative member of the

committee in the same manner as if such organisation had been named in sub clause (3) of this clause.

Upon the occurrence of a casual vacancy the committee shall cause a note thereof to be entered in their minute book at their next meeting and, in the office of the representative appointing organisation. A casual vacancy in the office of an elected member may be filled by the committee and the period of office of an elected member elected to fill the casual vacancy shall commence at the end of the meeting of the committee at which he was so elected.

The constitution of the committee as hereinbefore provided, may, on the application of the committee be altered from time to time by order of the Charity Commissioners of the Secretary of State (for Education and Science) hereinafter called the Secretary of State).

6. **FAILURE TO APPOINT** The proceedings of the committee shall not be invalidated by any failure to appoint or any defect in the appointment election or qualification of any member.
7. **DECLARATION OF MEMBERS** No person shall be entitled to act as a member of the committee, whether on a first or on any subsequent entry into office, until after signing in the minute book of the committee, a declaration of acceptance and of willingness to act in the trusts of this deed.
8. **MEMBERS NOT TO BE PERSONALLY IN THE CHARITY** Except in special circumstances, with the approval in writing of the Charity Commissioners of the Secretary of State, no member of the committee shall take or hold any interest in any property belonging thereof, or receive any remuneration, or be interested in the supply of work or goods, at the cost of the charity.
9. **DETERMINATION OF MEMBERSHIP** Any member who is adjudged bankrupt, or who makes a composition or agreement with his creditors, or who communicates in writing to the committee a wish to resign, shall thereupon cease to be a member.
10. **MEETINGS OF THE COMMITTEE** The committee shall hold at least two ordinary meetings in each year. A special meeting may be summoned at any time by the chairman to any two members upon seven clear days' notice being given to all the other members of the matters to be discussed.
11. **CHAIRMAN AND VICE-CHAIRMAN OF THE COMMITTEE** The committee, at their first meeting in each year after the annual general meeting, shall elect one of their number to be chairman of their meetings and may elect one of their number to be vice-chairman. The chairman and vice-chairman shall continue in office until their respective successors are elected.

12. **VOTING IN COMMITTEE** Every matter shall (except as in this deed provided) be determined by the majority of the members of the committee present and voting on the question. In the case of equality votes the chairman of the meeting shall have a second or casting vote.
13. **ANNUAL GENERAL MEETING**
- 1) There shall be an annual general meeting in connection with the charity which shall be held in the month of April in each year or as soon as practicable thereafter.
 - 2) All inhabitants of the area of benefit of eighteen years of age and upwards shall be entitled to attend and vote at the annual general meeting.
 - 3) The first annual general meeting after the date of this deed shall be convened by the persons named in clause 5 subsection 1 hereof and subsequent annual general meetings by the committee formed. Public notice of every annual general meeting shall be given in the area of benefit at least fourteen days before the date thereof by affixing a notice to some conspicuous part of the trust property or any other conspicuous place in the area of benefit and by such other means as the convenors think fit.
 - 4) The persons who are present at the first annual general meeting after the date of this deed shall, before any other business is transacted, appoint a chairman of the meeting. The chairman of subsequent annual general meetings shall be the vice-chairman (if any) shall take the chair but, if neither is present, the persons present shall, before any other business is transacted, appoint a chairman of the meeting. In the case of equality of votes the chairman of the meeting shall have a second or casting vote.
 - 5) The committee shall present to each annual general meeting the report and accounts of the charity for the preceding year.
14. **REPAIRS AND INSURANCE** The committee shall cause all the buildings and other property of the charity at all times to be kept in repair and sufficiently insured against fire, theft, public liability and other insurable risks.
15. **APPLICATION OF INCOME** After satisfying its obligations under clause 14 hereof the committee shall as and when it thinks fit apply the net yearly income for the purposes of the charity.
16. **SURPLUS CASH** Any sum of cash at any time belonging to the charity and not needed as a balance for working purposes shall (unless otherwise directed by the Charity Commissioners or the Secretary of State) be invested.
17. **FURTHER ENDOWMENTS** The committee may receive any additional donations or endowments for the general purposes of the charity and it may also accept donations or endowments for special objects connected with the charity not inconsistent with the provisions of this deed.
18. **MINUTES AND ACCOUNTS** The committee shall provide and keep a minute book and books of account. All proper statements prepared as prescribed by section 32 of the Charities Act 1960 and copies thereof shall be sent to the Parish Council of Wadworth.

- 19** **MORTGAGES AND CHARGES** The committee may with the consent of the Charity Commissioners or the Secretary of State from time to time by mortgages or otherwise obtain such advances on the security of the trust property or any part thereof as may be required for maintaining, extending or improving the same or any part thereof or erecting any building thereon or for the work carried on therein and may continue or may repay in whole or in part and from time to time any existing mortgage or charge on the trust property.
- 20** **LETTING OR SALE** If the committee decides at any time that on the grounds of expense or otherwise it is necessary or advisable to discontinue the use of the trust property in whole or in meeting of the inhabitants of the age of eighteen years or upwards of the area of benefit of which meeting not less than fourteen days notice (stating the terms of the resolution that will be proposed thereat) shall be posted in a conspicuous place or places on the trust property and advertised in a newspaper circulating in the area of benefit and if such decision shall be confirmed by three-quarters of such inhabitants present and voting at such meeting may with the consent of the Charity Commissioners or the Secretary of State let or sell the trust property or any part thereof. All moneys arising from such letting or sale (after satisfaction of any liabilities property payable thereout) shall with such consent as aforesaid be applied either in the purchase of other property approved by the committee and to be held upon the trusts for the purposes and subject to the provisions hereinbefore set forth (including this power) or as near thereto as circumstances shall permit or towards such charitable purposes or objects for the benefit of the inhabitants of the area of benefit as may be approved by the Charity Commissioners or the Secretary of State and meanwhile such moneys shall be invested the same and the resulting income thereof in like manner as an addition to and to be applied as the capital of such investments or shall be used in furthering the purposes specified in this deed.
- 21** **RULES** Within the limits prescribed by this deed the committee may from time to time make and alter rules for the management of the charity and in particular with reference to:
- a) The terms and conditions upon which the trust property may be used by persons or bodies other than the committee for the purposes specified in this deed and the sum (if any) to be paid for such use. See conditions in current rules.
 - b) The deposit of money at a proper bank and the safe custody of documents.
 - c) The appointment of an auditor.
 - d) The engagement and dismissal of such officers, servants and agents as the committee may consider necessary and the payment of such persons (Refer to clause 8).
 - e) The summoning and conduct of meetings including the number of members who shall form a quorum thereat; provided that at meetings of the committee the quorum shall not be less than one-third of the total number of the members for the time being.

