

**THE FRIENDS OF ALL SAINTS LITTLE BOOKHAM CHURCH AND ST. LAWRENCE EFFINGHAM CHURCH
CONSTITUTION**

15-9-2019

(updated to reflect the changes agreed at the Special GM on 2-5-2019)

1. The name of the Association is The Friends of All Saints Little Bookham Church and St. Lawrence Effingham Church.
2. The objects of the Association shall be to assist in the maintenance and improvement of the fabric, fixtures, fittings and the grounds of All Saints, Little Bookham Church and St. Lawrence Effingham Church, to seek to ensure that the Churches and their surroundings are preserved on an acceptable basis appropriate to the local environment.
3. In furtherance of the said objects but not further or otherwise, the Association through its Committee shall have the following powers:-
 - a) to raise funds and to invite and receive contributions from any person or persons whatsoever by way of subscriptions and otherwise provided that the Association shall not undertake permanent trading activities in raising funds for its objects
 - b) at least 40% of funds raised on a rolling 5year period should be reserved for funding requests made by the Parochial Church Council to benefit each church building
 - c) the Committee shall ring fence specified donations and legacies of over £100 for projects related to a notified church building
 - d) to do all such other lawful things as shall further the Objects of the Association
4. The Association shall consist of an unlimited number of Members
5. Admission of Members shall be by application in writing to the Secretary of the Association and payment of a membership fee for the current year which terminates 31st March
6. Immediately upon receipt of an application for Membership together with the Membership fee the applicant shall become a Member and be entitled to all the privileges of Membership and be bound by these rules, a copy of which shall be available to the new Member on request
7. The name in full and address of every Member shall be entered in a book held for this purpose
8. The Committee shall have the right, for good and sufficient reason, to terminate the membership of any individual or organisation and may by resolution communicated to any member in writing and stating concisely the grounds for which it proposes to act, call upon that member to resign from the Association. The member in question shall have the right to attend and be heard by the Committee before a final decision is made. If the member does not attend and will not resign within forty-eight hours after being so called upon the Committee may by resolution terminate the membership
9. The Officers of the Association shall be a Chairman, a Secretary and a Treasurer
10. All the Officers of the Association and all Members of the Committee shall be elected at the Annual General Meeting of the Association and shall retire annually, but shall be eligible for re-election
11. The Management of the Association shall be deputed to a Committee of not more than twelve members who shall be elected at the Annual General Meeting and shall hold office until the next Annual General Meeting. The Chairman, Secretary and Treasurer shall ex-officio be Members of the Committee.
12. Among their other powers the Committee may:-
 - a) appoint Trustees from time to time for the purpose of holding any land and property of the Association. The Trustees of the Association hold office for life or until discharge at their own request or by the Committee by resolution:
 - b) co-opt members for special assistance, and fill any vacancies which may occur during the term of office of such co-opted members, but the persons or bodies so filling the vacancies shall retire at the Annual General Meeting next following his or their co-option and shall be eligible for election, provided that the number of co-opted members shall not exceed one-third of the total number of Committee members;
 - c) determine any question as to the interpretation of these Rules, and such decision shall be final;
 - d) determine the amount (if any) of any Annual Subscription to be paid by Members of the Association

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13. The Trustees shall invest in the name of the Association any monies not required for the immediate purpose of the Association in any of the securities in which trust money may by law be invested with power from time to time to transpose such investments. Any property acquired by or for the Association shall be vested in the Trustees
14. The Annual General Meeting of the Association shall be held in the month of May in each year on a date to be determined by the Committee and every Member shall receive not less than 21 days notice of such meeting. Special meetings may be convened by the Secretary upon request by the Committee or by 12 Members of the Association upon a similar notice which shall state the business to be considered at the meeting
15. At the Annual General Meeting every paid-up member including the Chairman shall have one vote and in the case of an equality of votes the Chairman shall have a second or casting vote. Members whose entrance fee or annual subscription is in arrears may attend but shall not speak or vote
16. The Committee shall meet as often as the business of the Association demands
17. Five members of the Committee shall form a quorum. Minutes shall be taken of all the proceedings of the Committee and shall be open to the inspection of any paid-up Member of the Association
18. The business of each Annual General Meeting shall include:-
 - a) Chairman's Report;
 - b) Treasurer's Report;
 - c) Election of Officers and Committee for the forthcoming year;
 - d) Any matters, notice of which has been submitted in writing to the Secretary prior to the meeting
19. All sums of money collected or received shall be handed over to the Treasurer who shall pay the same into a bank account or other authorised Trustee Investment in the name of the Association. Payments shall be signed by two persons so authorised by the Committee, which persons may be either Trustees of the Association or Members of the Committee
20. These Rules may be varied, deleted or added to by resolution passed by a three-fourths majority of the members of the Association present or by proxy at the special general meeting convened for that purpose and of which notice has been served upon every then member of the Association at his last known address in the United Kingdom; provided that no variations deletions or additions shall be made at any time to this Constitution so as to cause the Association to cease to be a charity in law.
21. No amendment may be made to Rule 1, Rule 2, Rule 20 or this Rule without the prior consent in writing of the Commissioners.
22. The Committee should promptly send to the Commissioners a copy of any amendment made under this rule
23. The Dissolution of the Association may be effected only by the resolution passed by the three-fourths majority of the members of the Association present in person or by proxy at a special general meeting convened for that purpose and of which notice has been served on every then member of the Association at his last known address in the United Kingdom.