



The Bedwyns' LINK Scheme
Registered Charity No. 1052579

CONSTITUTION

1. **NAME:** The name of the organisation shall be **THE BEDWYNS' LINK SCHEME**.

2. **OBJECT:** The object of the organisation is to advance any charitable project in the area of the PARISHES OF GREAT BEDWYN, LITTLE BEDWYN AND GRAFTON and occasionally from neighbouring parishes if required. *(Note: The civil parishes of Great Bedwyn and Little Bedwyn comprise the ecclesiastical parishes of Great Bedwyn, Little Bedwyn and St. Katharine's. Grafton parish comprises East Grafton, West Grafton, Marten, Wexcombe and Wilton).* In doing so, the organisation shall undertake such duties for the relief of the elderly, the mentally and physically disabled or other persons in need, as is deemed charitable in law.

3. The organisation shall be managed by a **Committee of Trustees**. It shall consist of a Chairman, Secretary and Treasurer who shall constitute the Executive Committee, and a number of Trustees (not exceeding seven) which will allow area representation and smooth functioning of the organisation. All decisions of the Executive Committee shall be subject to the approval of the full Committee of Trustees.

4. Nominations for the Committee shall be received at the Annual General Meeting and be elected on a show of hands. The Committee may, from time to time, decide to co-opt members from the area of benefit on to the Committee. Representation of the users of the Scheme is actively encouraged.

5. Election of the Committee shall be for three years. One-third of the membership shall retire annually but shall be eligible for re-election. The members so to retire being those who have been longest in the office since the last election, but not reckoning ex-officio members. Those members who have been in office for the same length of time and due to retire shall be chosen by lot.

6. In the event of resignation or a vacancy arising between Annual General Meetings, the Committee shall have the power to co-opt representatives who shall serve until the next Annual General Meeting.

7. Committee meetings shall be held at such times and places as the Committee shall direct.

8. One-third of the members of the said Committee shall constitute a quorum for the Committee.
9. The Annual General Meeting of the Scheme shall be held not less than 12 months and not more than 15 months from the previous Annual General Meeting. At the Annual General Meeting the chair shall be taken by the Chairman or another person designated by the Committee in the absence of the Chairman.
10. The Committee will have the right to appoint a subcommittee to deal with specific issues. The subcommittee shall have at least one representative from the main Committee who will report back to said Committee.
11. The Annual General Meeting shall be open to all representatives, recipients of the services and supporters of the Scheme within the area of benefit.
12. An Extraordinary General Meeting may be called by one third of the said Committee, such request being made to an officer who will call a meeting within 21 days.
13. **FINANCE:** The Honorary Treasurer shall keep an account of all income and expenditure and shall submit accounts, duly validated in accordance within the 1993 Charities Act (or any statutory re-enactment or modification of that Act)
14. The elected officers and members of the Committee shall be entitled to claim out of pocket expenses incurred while working for the organisation, according to the guidelines. Any volunteers shall likewise be entitled to claim reasonable out of pocket expenses incurred when acting on behalf of the organisation. The Committee will, from time to time, give guidance on what expenses can be claimed from the Paymaster/Treasurer.
15. **VOLUNTEERS:** All prospective volunteers shall apply through the Recruitment Officer for approval by the Committee or its representatives. Such volunteers shall be issued with identity cards, which they will carry when they are acting on behalf of the organisation.
16. The Constitution may be altered by a resolution passed by not less than two-thirds of the members present and voting. The notice of the General Meeting must include notice of the resolution, setting out the terms of the alteration proposed. No alterations to the Constitution may be made, except at the Annual General Meeting, or at a special meeting called for this purpose. No alteration or amendments shall be made to the Object clause, Dissolution clause or this clause, which would cause the organisation to cease to be a charity in law.

17. **DISSOLUTION:** If the Committee decides that it is necessary or advisable to dissolve the charity it shall call a meeting of all members of the charity, of which not less than 21 days' notice shall be given. The terms of the resolution to be proposed must be notified to all members of the charity. If the proposal is confirmed by a two-thirds majority of those present and voting, the Committee shall have the power to realise any assets held by or on behalf of the charity. In the event of a dissolution of the organisation any assets remaining after the satisfaction of all its debts and liabilities, but shall be given to such other charitable institution or institutions having similar objects to those of the organisation; if and insofar as effects cannot be given to this provision, then to some other charitable purposes.

Signed: _____ Date:

Sylvia Wyatt - Chairperson

This amended Constitution has been duly approved by the said BEDWYNS' LINK SCHEME at the Annual General Meeting on 3 May 2012 after due notice and is therefore effective immediately. Copies filed with Community First and the Charity Commission