

1 NAME

Carham Parish Defibs.

2 THE PURPOSES OF THE ORGANISATION ARE:

To provide and maintain public access defibrillators in the parish of Carham, including the provision of associated training for community members.

3 COMMITTEE

The organisation shall be managed by a committee who are appointed at the Annual General Meeting (AGM).

4 CARRYING OUT THE PURPOSES

In order to carry out the purposes, the committee have the power to:

- (1) raise funds, receive grants and donations
- (2) apply funds to carry out the work of the organisation
- (3) co-operate with and support other organisations with similar purposes
- (4) do anything which is lawful and necessary to achieve the purposes

5 MEMBERSHIP

The organisation shall have a membership. People who support the work of the organisation and are aged 18 or over, can apply to the committee to become a member. Once accepted by the committee, membership lasts for 3 years and may be renewed. The committee will keep an up-to-date membership list.

The committee may remove a person's membership if they believe it is in the best interests of the organisation. The member has the right to be heard by the committee before the decision is made and can be accompanied by a friend.

6 ANNUAL GENERAL MEETING - AGM

- (1) The AGM must be held every year, with 14 days notice given to all members telling them what is on the agenda. Minutes must be kept of the AGM.
- (2) There must be at least 5 members present at the AGM.
- (3) Every member has one vote.
- (4) The committee shall present the annual report and accounts.
- (5) Any member may stand for election as a committee member.
- (6) Members shall elect between 3 and 10 committee members to serve for the next year. They will retire at the next AGM but may stand for re-election.

7 COMMITTEE MEETINGS

- (1) Committee members must hold at least 4 meetings each year. At their first meeting after the AGM they will elect a chair, treasurer and secretary. Committee members may act by majority decision.
- (2) At least 3 committee members must be present at the meeting to be able to take decisions. Minutes shall be kept for every meeting.
- (3) If committee members have a conflict of interest they must declare it and leave the meeting while this matter is being discussed or decided.
- (4) During the year, the committee may appoint up to 2 additional committee members. They will stand down at the next AGM.
- (5) The committee may make reasonable additional rules to help run the organisation. These rules must not conflict with this constitution or the law.

8 MONEY AND PROPERTY

- (1) Money and property must only be used for the organisation's purposes.
- (2) The committee must keep accounts. The most recent annual accounts can be seen by anybody on request.
- (3) Committee members cannot receive any money or property from the organisation, except to refund reasonable out of pocket expenses.
- (4) Money must be held in the organisation's bank account. All financial transactions must be approved / signed by 2 committee members.

9 GENERAL MEETINGS

If the committee consider it is necessary to change the constitution, or wind up the organisation, they must call a General Meeting so that the membership can make the decision. Committee members must also call a General Meeting if they receive a written request from the majority of members. All members must be given 14 days notice and told the reason for the meeting. All decisions require a two thirds majority. Minutes must be kept.

- (1) **Winding up** - any money or property remaining after payment of debts must be given to a not-for-profit or charitable organisation with similar purposes to this one.
- (2) **Changes to the Constitution** - can be made at AGMs or General Meetings. No change can be made that would make the organisation no longer not-for-profit.
- (3) **General Meeting** - called on written request from a majority of members.
- (4) Committee members may also call a General Meeting to consult the membership.

10 ADOPTING THE CONSTITUTION

This constitution was adopted on 11 May 2024 by the people whose signatures appear below.

Signed

Print name and address

[Redacted signature]
[Redacted signature]
[Redacted signature]
[Redacted signature]

KEVIN ALSEY - WOODCOTE COTTAGE, WARK
AGNES CHANGLING 2 HOWBURN CORNHILL TD12 4RR
JUDITH SMITH SHERATON COTTAGE WARK TD12 4RE
VICTORIA POLAND, MINORUM STATION
House

