



# Constitution

## of The Friends of St Faith's, Dorstone

adopted by the elected Committee of The Friends on Fri. 14<sup>th</sup> Oct 2011  
approved by St. Faith's PCC on .....

### 1. NAME

The name of the association is '**The Friends of St. Faith's Church, Dorstone**', (hereafter called 'The Friends'). (*The original group called "Friends of St. Faith's", set up in 2005 to support day-to-day Church funds, shall be renamed "Supporters of St. Faith's"*)

### 2. VISION

To make St. Faith's Church, Dorstone a thriving centre for the whole community, which will complement the activities of other local voluntary organisations: Dorstone Village Hall, The Playing Fields and Dorstone's Front Room

### 3. OBJECTIVES

The proposed objectives of the Friends are:

- a) In conjunction with the Parochial Church Council: to raise funds to restore, maintain and improve the fabric and facilities of the Grade II\* Parish Church of St. Faith, Dorstone. (*The immediate object is to provide sufficient resources to carry out all necessary remedial work identified in the Quinquennial Inspection undertaken in 2011, as well as further enhancement of the building's fabric and facilities.*)
- b) To act as a group that provides and encourages opportunities for the local community to participate in and organise social and fund raising activities in support of St. Faith's.

### 4. FUNDS

The objects of the Friends of St. Faith's shall be financed out of such funds as received by way of donations, gifts, grants, loans, Gift Aid, fund raising activities or otherwise as the Committee of the Friends of St. Faith's thinks fit.

### 5. MEMBERSHIP

- a) Annual Membership is open to any individual interested in furthering the work of the Friends of St. Faith's.
- b) Membership runs annually - **from 1<sup>st</sup> October until the following 30<sup>th</sup> September**.
- c) The Committee, herein constituted, shall have the right to terminate membership of any member for good and sufficient reason.
- d) Every member shall donate to the group **an annual sum**, the minimum level to be determined at the Annual General Meeting.

### 6. HONORARY OFFICERS

- a) At each Annual General Meeting the group shall elect a **Chairman, Vice-Chairman, Treasurer and Secretary**, being persons who are members of the Friends.
- b) The Honorary Officers shall hold office until the conclusion of the next Annual General Meeting after their election, but shall be eligible for re-election, and may serve for a maximum of **three years in succession**.

## 7. COMMITTEE

- a) The policy and general management of the affairs of the Friends shall be directed by the committee hereinafter constituted.
- b) The committee shall consist of the Honorary Officers and not less than **three** and not more than **five** members to be elected by the Annual General Meeting, who must be members of The Friends of St Faith's.
- c) The members of the committee shall hold office until the conclusion of the Annual General Meeting next after their election and may be eligible for re-election.
- d) In addition to the Honorary Officers and the elected members, the committee may co-opt to serve on the committee, in an advisory capacity, other interested individuals or representatives of other organisations as the committee shall determine, provided that **no co-opted member is allowed to vote**.
- e) The current **Incumbent, PCC Treasurer & Churchwarden** shall be invited to attend meetings as ex officio members.

## 8. MEETINGS

- a) The committee shall meet not less than **four** times a year.
- b) **Quorum** - Not less than **two** Honorary Officers and **two** elected committee members shall constitute a quorum.
- c) **AGM** – this shall be held no later than **30<sup>th</sup> September** in any year. Members must be given **14 days notice** of the AGM with all appropriate paperwork.

## 9. FINANCE

- a) The PCC will open a separate bank/building society account in the name of the '**The Friends of St. Faith's Restoration and Repair Fund**'.
- b) The committee shall keep complete and accurate records of the accounts of the group. These shall be presented to the members at the AGM for approval and to the PCC.
- c) The accounts must be audited by a committee-approved auditor annually.
- d) The committee shall authorise the Friends' treasurer, chairman, and at least one other member of the committee to sign cheques on behalf of the group. Cheques must be signed by **not less than two** of the authorised signatories.
- e) The funds of the Friends shall be applied only in the furtherance of its objectives. No payment may be made to any member except for services actually rendered in furtherance of the objectives, including reasonable and proper out-of-pocket expenses.
- f) Any funds to be released from the Friends' Account must be authorised by consultation with the current Friends' Committee – and approved by 2 Honorary Officers and 2 members of the committee. (**\*\*The PCC will be in full control of the issue of all orders or contracts for repairs, restoration, or improvement work.**)

## 10. ALTERATIONS TO THE CONSTITUTION

No alteration or addition to this constitution shall be made except at a **General Meeting of the Friends called for such a purpose**. Alterations or additions to the constitution shall receive the assent of not less than **two thirds of all members present** and voting at a General Meeting.

## 11. DISSOLUTION

The Friends may be dissolved by a resolution passed by a **two thirds majority of those present** and voting at a **Special General Meeting** convened for that purpose. Notice of 21 days shall be given to members of such a meeting. In the event of the Friends being wound up, all monies and other assets shall be transferred to the Parochial Church Council.