

Braunston Village Charity Constitution

1 NAME:

The charity's name is Braunston Village Charity (the Charity)

2 THE OBJECTIVES OF THE CHARITY ARE:

To relieve either generally or individually persons ordinarily resident in the village of Braunston who are in conditions of need, hardship or distress by:

- making grants of money or
- providing or paying for items or
- providing services or facilities

calculated to reduce the need, hardship or distress of such persons.

Such provision should not meet need that is the statutory responsibility of another agency to meet other than in an emergency.

Such provision should be of a 'one-off' nature, but could be made annually.

3 TRUSTEES:

The Charity shall be managed by a Board of Trustees, acting as a combined Board of Trustees for the charities previously known as the Braunston Town Land Charity and the Braunston Relief in Need Charity, both registered with the Charity Commission on 22nd February 1978 and 31st July 1979 respectively.

The Board of Trustees will consist of:

- The Vicar of the Parish of Braunston (Chair)
- The Chair of the Braunston Parish Council (Vice Chair)
- A nominee of the Braunston Parochial Church Council
- A nominee of the Braunston Parish Council
- A nominee of the Governors of Braunston School
- A nominee of the Braunston Pre-school Committee
- A nominee of the Braunston Scouts Committee on behalf of the Village Youth organisations and
- A nominee of the Braunston Friendly Club Committee

Nominees will be Trustees for a period of three years, but may be re-nominated at the end of that period.

The Trustees may co-opt for a period of three years up to three additional trustees to represent specific communities within the village

At its first meeting of each financial year, the Trustees will elect an Honorary Treasurer and an Honorary Secretary; the Trustees may co-opt up for a period of three years two additional non-voting Trustees at any one time who they consider will bring the skills or knowledge to fill these posts.

Any Trustee who fails to fulfil their functions for a year will be deemed to have resigned.

The Trustees can remove a Trustee if their continued membership of the Board is deemed not to be conducive to the running of the Charity by a majority of a quorate Board meeting.

4 CARRYING OUT THE OBJECTIVES:

In order to carry out the charitable objectives, the Trustees have the power to:

- (1) manage the assets of the founding charities
- (2) raise funds, receive grants and donations
- (3) apply funds to carry out the work of the charity
- (4) co-operate with and support other charities with similar objectives
- (5) establish a sub-group to manage the distribution of grants, gifts, provision of services etc as they approve to fulfil the Charity's Objectives
- (6) do anything which is lawful and necessary to achieve the objectives

5 MEMBERSHIP

The charity will not have a membership other than the Board of Trustees.

6 ACCOUNTABILITY

- (1) The Charity will provide a Report to the Braunston Parish Meeting and the Parochial Church Council's AGM each year.
- (2) The Report must detail the activity of the Board of Trustees through the year and the Charity's annual accounts, including income and expenditure in an anonymised form
- (3) The Secretary will ensure a copy of the above Report is retained along with a copy of the minutes of both the above meetings

7 TRUSTEE MEETINGS

- (1) Trustees must hold at least 4 meetings each year. At their first meeting after the AGM they will elect an Honorary Treasurer and an Honorary Secretary. Trustees may act by majority decision, except for an amendment to this Constitution, which will require a two thirds majority.
- (2) At least 5 Trustees must be present at the meeting to be able to take decisions, one of which must be the Chair or Vice Chair and must include a member or nominee of both the Braunston Parochial Church and Parish Councils.
- (3) Minutes shall be kept for every meeting.
- (4) The Honorary Secretary will keep a list of the names and contact details of all Trustees.
- (5) If Trustees have a conflict of interest they must declare it and leave the meeting while this matter is being discussed or decided.
- (6) The Trustees may make reasonable amendments to this Constitution, provided they are compatible with the Charity's Objectives and those of the founding charities.
- (7) The Trustees may make additional rules to help run the Charity. These rules must not conflict with this Constitution or the law.

8 ASSETS

- (1) The Charity's assets, namely land, money or property, must only be used to meet the Charity's objectives.
- (2) Trustees must keep accounts. The most recent annual accounts can be seen by any ordinary resident of Braunston.
- (3) Trustees cannot receive any money or property from the Charity, except to refund reasonable out of pocket expenses.
- (4) Money must be held in the Charity's bank account. All cheques must be signed by 2 trustees.

9 GENERAL MEETINGS

If the Trustees consider it is necessary to wind up the charity, they must call a General Meeting to consult with the Ordinary Residents of the village. At least 14 days notice must be given via the Braunston Parochial Church and Parish Councils' websites, including the reason for the meeting. The decision lies with the Trustees and cannot be delegated. All decisions require a two thirds majority. Minutes must be kept.

- (1) **Winding up** - any assets remaining after payment of debts must be given to a charity with similar purposes to this one.
- (2) **Changes to the Constitution** - can be made at meetings of the Board of Trustees. No change can be made that would make the organisation no longer a Charity or conflict with the Charity's Objectives or those of the founding charities.

10 SETTING UP THE CHARITY

This constitution was adopted on the 5th June 2018 when the three-yearly cycle of Trustee membership continued and the following were the Trustees and Officers:

<u>Signed</u>	<u>Print name and address</u>
	(air) i.co.uk
	ail.com
	ernet.com

