

Friends of St Illtyd Constitution

A Name

The name of the association is Friends of St Illtyd.

B Aims

The association aims are:

- To work with the owner and/or statutory authorities and others to obtain grant aid where possible to improve the buildings and its environs.
- To encourage local community interest and involvement in the history and future of St Illtyd church.
- To promote the use of the building by the community.
- To continue to research and publish the history of St Illtyd and the locality.
- To share the building with others, by opening the building for local people, tourists and other visitors.

C Carrying out the aims

In order to carry out the aims of the association the Friends of St Illtyd may: -

- (1) raise funds and receive contributions provided the association does not undertake any substantial permanent trading activities;
- (2) buy or sell property, take on leases and employ staff;
- (3) co-operate with other charities, voluntary bodies and statutory authorities;
- (4) do all such other lawful things as are necessary for the achievement of the aims.

D Membership

Membership of the association shall be open to all persons who are interested in and support the aims of the Friends of St Illtyd. New members names must be accepted by the Friends of St Illtyd at a meeting, and their names entered onto the minutes of the meeting.

E Annual General Meeting

- (1) An Annual General Meeting shall be held in September each year, or as near as possible.

- (2) Members will receive annual reports and audited account from the Honorary Officers.
- (3) Members shall be given not less than 14 days notice of the Annual General Meeting.

F Honorary Officers

- (1) At the Annual General Meeting, members shall elect Honorary Officers, namely Chairman, Vice Chairman, Secretary and Treasurer, all of whom shall relinquish their office each year and shall be eligible for re-election.

G Quorum

- (1) An Annual General Meeting or a Special General Meeting will be quorate with 6 members present. Each member shall have one vote.
- (2) In the event of an equality in votes cast at any meeting the Chairman shall have a second or casting vote.

H The Friends of St Illtyd

- (1) The Friends of St Illtyd shall hold at least four ordinary meetings each year.
- (2) At least 3 members of the Friends of St Illtyd must be present at an ordinary meeting to be able to take day to day decisions.
- (3) For significant decisions involving money or change of use of the building a quorum of 6 will be present, as at an Annual General Meeting or Special General Meeting..
- (4) The Friends of St Illtyd shall keep minutes and maintain accounts which can be viewed by any member on request.
- (5) Members of the Friends of St Illtyd must not be paid or gain financially from the association.

I Money

- (1) Funds will be held in a bank account operated in the name of the association. All cheques must be signed by two Honorary Officers, one of whom must be the Treasurer.

- (2) Funds shall only be used to support the aims of the association.
- (3) Accurate accounts will be kept and audited accounts presented at the AGM.

J The Constitution

Changes to the constitution or a decision to wind up the association must be confirmed by a two thirds majority of members present and voting at a general meeting for all members called with 14 days notice.

K Dissolution

The Friends of St Illtyd may be dissolved by a two thirds majority vote at an Annual General Meeting or Special General Meeting. In the event of a dissolution and, after paying all outstanding dues, any remaining funds, goods, property and records shall be transferred to such other voluntary organisation whose aims are similar to those of the Friends of St Illtyd.

I Arrangements until first General Meeting

This constitution was adopted by the people whose signatures appear below, who will act as Honorary Officers until the first AGM.

adopted on the 5TH day of MARCH 2002

Signed

[print name and address]

[Handwritten signatures: G.H. Clatworthy, E. Corbett, H.T. Clatworthy, P.C. Williams]

G. H. CLATWORTHY - CRUD-YR-AWE
 E CORBETT CASTLE CASTLE
 H. CLATWORTHY, CRUD-YR-AWE, ST. ILLTYD, ABERBEEG, NP13 2AY
 P.C. WILLIAMS 2 AGANVILLE ST. ABERBEEG, NP13 1NR

This model constitution has been produced by Gwent Association of Voluntary Organisations and may be freely used and adapted by community organisations. It is intended for small-scale groups who do not need to register as a