

CHURCH STRETTON DEMENTIA FRIENDS GROUP: INITIAL CONSTITUTION

This initial constitution will be adopted at the first formal meeting of the Church Stretton Dementia Friends (CSDF) held on 17 Feb 23. CSDF shall operate as a small, unincorporated and unregistered charity with a turnover less than £5,000 which does not employ staff nor owns any property.

Name

The name of the charity shall be the **Church Stretton Dementia Friends**

The aims of the charity are to:

- a) Provide information and training on dementia to the community, and signpost sources of support and advice
- b) Be an advocate for all local families living with dementia
- c) Help to co-ordinate and enable community (non-specialist) services for those living with dementia within the community
- d) Work with partners to define and implement community infrastructure to support those living with dementia

Trustees

The business of the charity shall be managed by a committee of a maximum of 10 trustees who are appointed at the Annual General Meeting (AGM) of the charity.

Carrying out the aims of the charity

In order to carry out the charitable aims, the trustees have the power to:

- a) raise funds, receive grants and donations
- b) apply funds to carry out the work of the charity
- c) co-operate with and support other charities with similar aims
- d) do anything which is lawful and necessary to achieve the aims

Supporters

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

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

Annual General Meeting - AGM

- a) 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.
- b) There must be at least 5 members present at the AGM.
- c) Every member has one vote.
- d) The trustees shall present the annual report and accounts.
- e) Any member may stand for election as a trustee.
- f) Members shall elect between 3 and 10 trustees to serve for the next year. They will retire at the next AGM but may stand for re-election for a maximum of 3 consecutive years

Trustee meetings

- a) Trustees must hold at least 3 meetings each year. At their first meeting after the AGM they will elect a chair, treasurer and secretary. Trustees may act by majority decision.
- b) At least 3 trustees must be present at the meeting to be able to take decisions. Minutes shall be kept for every meeting.
- c) Out of the trustee body, Trustees will annually elect a Chairman, Treasurer and Secretary to be officers of the Trustee Committee.
- d) If trustees have a conflict of interest they must declare it and leave the meeting while this matter is being discussed or decided.
- e) During the year, the trustees may appoint up to 2 additional trustees. They will stand down at the next AGM.
- f) The trustees may make reasonable additional rules to help run the charity. These rules must not conflict with this constitution or the law.

General meetings

If the Trustees consider it is necessary to change the constitution, or wind up the charity, they must call a General Meeting so that the membership can make the decision. Trustees 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.

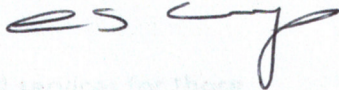
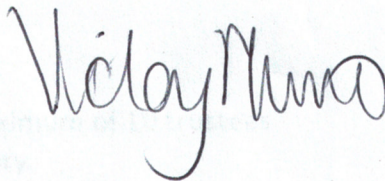
- a) **Winding up** - any money or property remaining after payment of debts must be given to a charity with similar aims to this one.
- b) **Changes to the Constitution** - can be made at AGMs or General Meetings. No change can be made that would make the organisation no longer a charity.
- c) **General Meeting** - called on written request from a majority of members.
- d) Trustees may also call a General Meeting to consult the membership

Money and property

- Money and property must only be used for the charity's aims.
- Trustees must keep accounts. The most recent annual accounts can be seen by anybody on request.
- Trustees cannot receive any money or property from the charity, except to refund reasonable out of pocket expenses.
- Money must be held in the charity's bank account. All cheques must be signed by 2 trustees.

Setting up the charity

This constitution was adopted on 23 Feb 2023 by the people whose signatures appear below. They are the first members of the charity and will be the trustees until the AGM, which must be held within one year of this date.

Name	Address	Signature
CAROLINE CRUMP	ESSEX LODGE FARM LANE ALL STRETTON SHROPSHIRE SY6 6HF	
VICKY MUNRO	HORST WOOD ALL STRETTON SHROPSHIRE	 HR
MARY MCKENZIE	Bratton Villa Highways Lane All Stretton SY6 6HN	Mary McKenzie