



Friends of Cherry Hinton St. Andrew



Constitution of the Friends of Cherry Hinton St Andrew

In this document 'the Friends of Cherry Hinton St. Andrew' shall be described as 'the Friends' throughout, the Parochial Church Council of Cherry Hinton St. Andrew's Church, shall be described as 'the PCC' throughout and the sub-committee of the PCC appointed to run the policy and general management of the Friends, shall be described as 'the sub-committee' throughout.

1. THE NAME of the sub-committee of the PCC shall be 'the Friends of Cherry Hinton St. Andrew'.

2. THE OBJECT of the Friends shall be to maintain, repair, restore, preserve, improve, beautify and reconstruct for the benefit of the public the fabric of Cherry Hinton St. Andrew, its Churchyard and Centre (hereinafter described as 'the Church') its monuments, fixtures, fittings, furniture, stained glass, ornaments and other chattels.

3. POWERS IN furtherance of these objects, but not further or otherwise, the Friends:

(a) May obtain, collect, and receive money and funds by way of contributions, donations, subscriptions, covenants, legacies, grants and appeals or by application to any person, persons, body or organisations.

(b) May accept and receive gifts of property of any description, for or towards one, more or all of the objects of the Friends

(c) Subject to consents as may from time to time be required by law, and with agreement of a quorum of the sub-committee, which shall include one member of the PCC and/or the incumbent, the sub-committee may borrow money from the Friends account held with Barclays Bank, Cherry Hinton Road or with such other bank or building society as the sub-committee shall from time to time decide, for the furtherance of one, more or all of the objects, provided the Friends shall not undertake any permanent trading activities in raising monies for its charitable objects.

(d) In furtherance of the objects, all reasonable out of pocket expenses incurred by any member of the sub-committee shall be reimbursed by payment from the Friends account.

(e) The authorised signatories on cheques drawn on the Friends accounts shall be the Treasurer of the PCC, the Treasurer and one other member of the sub-committee, two of whom shall sign.

(f) With prior approval of the PCC invest the monies of the Friends not immediately required for the said objects in or upon such investments, securities or property as may be thought fit, subject nevertheless to such conditions, if any, as may from time to time be imposed or required by law.

(g) Do all such other lawful things as are necessary for the attainment of the said objects,

4. THE MANAGEMENT of the Friends shall be in the hands of a sub-committee of the PCC appointed as follows:

(a) A minimum of six members proposed by either the Friends and/or the PCC, elected at the inaugural meeting of the Friends and approved as soon as reasonably practical by the PCC. Thereafter four members will retire and shall be replaced or re-elected at each Annual General Meeting of the Friends, subject to approval thereafter by the PCC.

(b) The sub-committee shall include at least one member of the PCC

(c) The incumbent of the Church shall be an ex-officio Chair.

(d) The sub-committee will appoint its own Vice-Chair, Treasurer and Secretary from within its own members.

(e) No business shall be transacted at any meeting of the sub-committee unless a quorum made up of four members of the sub-committee to include at least one of the persons at (b) and/ or (c).

(f) Any casual vacancy in the sub-committee may be filled by the sub-committee with prior approval of the PCC and any person appointed to fill such a casual vacancy shall hold office until the conclusion of the next Annual General Meeting and shall be eligible for election at that meeting.

(g) The proceedings of the sub-committee shall not be invalidated by any failure to elect or any defect in the election, appointment, co-option, or qualification of any member.

(h) A member of the sub-committee shall cease to hold office if he or she becomes incapable, by reason of mental disorder, illness or injury, in managing and administering his or her own affairs.

5. PROCEDURAL RULES of the sub-committee at all meetings shall include the following:

(a) Save as otherwise directed in this document, all questions arising at any meeting shall be decided by a simple majority of those present and entitled to Vote but in the case of an equality of Votes the Chair of the meeting shall have a second or casting Vote.

(b) A minute book shall be kept by the sub-committee and the secretary of the sub-committee shall enter therein a record of all proceedings and resolutions.

6. DUTIES OF the Friends shall include not only furtherance of the objects but also:

(a) A minimum of four meetings per year shall be held by the sub-committee not including the Annual General Meeting.

(b) Regular reports shall be made to the PCC

(c) The sub-committee shall prepare and produce an Annual Report of its activities and Accounts to be presented at the Annual General Meeting of the PCC.

7. THE ANNUAL General Meeting of the Friends will take place no later than fifteen months after the date of the inaugural meeting of the Friends and thereafter shall be held no more than fifteen months after the preceding Annual General Meeting, such time and place to be determined by the sub-committee. At least twenty-one clear days notice shall be given to all members of the Friends using such means as the sub-committee deem fit.

8. MEMBERSHIP OF the Friends shall be open to all persons who are interested in the objects of the Friends and who pay an annual member subscription to be determined by the sub-committee and approved by the PCC on an annual basis and who are over the age of eighteen years.

9. REGISTRATION OF the Friends as an Independent Charity shall be considered by the sub-committee as soon as reasonably practical, such decision to be approved by resolution by not less than two thirds majority of the sub-committee and approved by the PCC.

10. ALTERATIONS TO the constitution require the agreement of not less than two thirds of the members of the sub-committee and approved by the PCC.

II. DISSOLUTION OF the Friends may take effect by either:

(a) A resolution passed by two thirds majority of the Friends and thereafter approved by the PCC.

(b) By resolution of the PCC.

12. ON DISSOLUTION of the Friends, any and all surplus funds and assets (if any) shall be transferred to the general funds of Cherry Hinton St. Andrew's Church.