**FRIENDS OF ST. MARY THE VIRGIN CHURCH, SALEHURST**

**CONSTITUTION**

1. **NAME**

The name of the Organisation shall be called Friends of St. Mary the Virgin Church, Salehurst (hereinafter called “The Friends”)

1. **OBJECTS/PURPOSES**
2. To assist in the preservation, conservation and improvement of the fabric, furnishings and fittings of St. Mary the Virgin, Salehurst, and to raise funds for that purpose. Such funds raised will not be used for the general running costs of the church, such as heating and lighting bills and the cost of religious services.
3. Support the upkeep of the building
4. Foster public interest in the building and work of the Friends.
5. **MEMBERSHIP**

Membership shall be of four kinds:

1. Annual Individual member £20
2. Annual Family members (residing at same address) £30
3. Life member £250
4. Life member (couple) £300
5. **SUBSCRIPTIONS**

Subscriptions shall be as agreed at the Annual General Meeting.

1. **ANNUAL GENERAL MEETING**

The Annual General Meeting shall be held before the end of May in each year. The Chair or, in their absence, the Vice-Chair, shall preside for the whole of the meeting.

All members shall be entitled to attend the Annual General Meeting and the business to be transacted thereat shall be as follows:

1. To confirm the minutes of the last Annual General Meeting and of any other Special General Meetings which have been held.
2. To receive the Annual Report of the Executive Committee.
3. To receive the Annual Audited Statement of Accounts
4. To appoint the Honorary Officers
5. To appoint four members to serve on the Executive Committee
6. Any other relevant business.

**6 SPECIAL GENERAL MEETING**

The Chair may at any time call a Special General Meeting.

7 **EXECUTIVE COMMITTEE**

Subject to any general directions of policy which may be decided at the Annual General Meeting of ‘The Friends’, the allocation of funds for the purpose of the objects shall be in the hands of an Executive Committee which shall meet not less that four times a year, provided that the consent of the Parochial Church Council of St. Mary the Virgin Church shall first be obtained before any work of maintenance of improvement to the Church is carried out by ‘The Friends’’. The Executive committee shall consist of:-

1. The Honorary Officers (excepting the Auditor)
2. Minimum of four representatives to be elected at the Annual General Meeting of The Friends
3. The Vicar of St. Mary the Virgin (ex-officio)

8 **OFFICERS**

The Annual General Meeting of The Friends shall appoint the following Honorary Officers who shall hold office until the next Annual General Meeting and until a successor has been appointed: -

(a) Chair

(b) Vice-Chair

(c) Secretary

(d) Treasurer

(e) Auditor

The Annual General meeting may appoint such other officers as it may from time to time determine.

9 **FINANCE**

(a) The Friends shall be registered as a Charity when applicable.

(b) Funds will be resided from members’ subscriptions, donations, special collections or any other manner which the Executive Committee may decide.

(c) All monies so raised shall be applied to the objects of The Friends and for necessary expenditure on postage, printing, hire of rooms , and on any other items necessary for the administration of The friends.

(d) The Hon. Treasurer shall keep proper accounts which shall be audited at least once a year by the Hon. Auditor.

e) An audited Statement of Accounts made up to the end of the financial year (date to be decided) shall be submitted to the Annual General Meeting.

10 **ALTERATION TO THE CONSITUTION**

This Constitution may be altered at an Annual General Meeting or Special General Meeting. No amendment shall be made to this clause, clause 11 or Clause 2 without the prior consent in writing of the ‘charity Commissioners and no amendment shall be made which could cause the Friends to cease to be a charity at law.

11 **DISSOLUTION**

If the Executive Committee decides at any time that it is necessary or advisable to dissolve The Friends, it shall call a Special General Meeting and if the decision is confirmed by a majority of those present and voting at such meeting, The Friends shall be dissolved and any funds remaining in the hands of the Hon. Treasurer after paying any outstanding liabilities of The Friends shall be paid by the Hon. Treasurer to the Vicar of St. Mary the Virgin Church to be used for the maintenance or improvement of the Church.

This Constitution was adopted as The Constitution of The Friends of St. Mary the Virgin Church, Salehurst, at the Annual General Meeting held at ……………………………. on

Signed

Chair

Secretary

Third Draft 2 March 2022