**CONSTITUTION**

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| 1. **Name** | The name of the Group shall be ........................................................................................ |
| 1. **Objects** | The objects of the Group are to ……………………………………………… solely for the benefit of those within Northamptonshire. |
| 1. **Management**   **Committee** | 1. The activities of the Group shall be controlled by a Management Committee which shall consist of ….. (This is often stated in numbers i.e. “at least 3 but no more than 7 Members”) 2. The Management Committee shall have power to co-opt not more than (three) additional persons. 3. The Management Committee shall appoint the Chairperson, Secretary and Treasurer and such other officers, as they deem necessary. 4. The Management Committee shall meet at least ……. times a year. 5. The duties of the Management Committee shall be to devise methods for achieving the objects of the Group and to exercise a general oversight of its activities 6. The Management Committee may delegate any of their powers to Sub-committees. Sub-committees so formed shall in the exercise of the powers so delegated conform to any regulations that may be imposed on it by the Management Committee. 7. Nominations for election to the Management Committee must be submitted in writing, not less than 21 days before the Annual General Meeting. |
| 1. **Accounts** | The Management Committee shall cause to be kept accounts of all moneys belonging to the Group and such accounts shall be scrutinised annually and retained in accordance with Charity Commissioners guidance. The accounts shall be presented to the Annual General Meeting of the Group. |
| 1. **General Meetings** | 1. A General Meeting of Members and the Management Committee shall be held once a year. Not less than fourteen days notice of the meeting shall be given to all members of the Group. 2. The General Meeting shall receive an Annual Report, a Statement of Accounts and shall elect the 3. Management Committee for the forthcoming year. 4. A special General Meeting may be convened at any time by the Management Committee. Not less than fourteen days notice of the meeting shall be given. |
| 1. **Winding Up** | In the event of the Group being dissolved if, after the satisfaction of all debts and liabilities, there shall remain any property whatsoever the same shall be transferred to another community organisation to be used for similar charitable objects in Northamptonshire (subject to any trusts affecting the same). |
| 1. **Constitution** | The above Constitution shall only be altered by resolution passed by a two-thirds majority of a special General Meeting. At least fourteen days notice must be given on the proposed amendments. No alteration shall be made which shall have the effect of causing the Group to cease to have charitable aims and objectives. |

**Signature of Chair:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature of another Committee Member, preferably Treasurer or Secretary:**

**Signature**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Position**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature of another Committee Member, preferably Treasurer or Secretary:**

**Signature**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Position**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Amended:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_