

# **Constitution for Friends of St Andrew's Church West Deeping**

## **NAME**

The organisation will be called The Friends of St Andrew's Church West Deeping (known as the Friend's Group).

## **PURPOSE**

To help conserve, maintain, and improve the fabric, furnishings and fittings of St Andrew's Church.

The Friend's Group has been formed for the specific purpose of co-ordinating (and communicating) support from the local community including businesses, and fostering public interest (volunteer commitment) for the St Andrew's church restoration and improvement programme.

## **MANAGEMENT**

The Friend's Group shall be co-ordinated by a small management team who are accountable to the West Deeping Parochial Church Council (PCC).

One member of the Friend's Group management team shall be a member of West Deeping PCC. The PCC is the authorised charity.

The Treasurer for the Friend's Group will be the PCC Treasurer who will maintain the accounts which will be publically available on the PCC pages of the West Deeping website. Authorised expenditure will be approved in accordance with extant PCC procedures.

The PCC account for the Friend's Group is HSBC (sort code: 403224 account number 60853534).

## **CARRYING OUT THE PURPOSE - AIMS**

In order to carry out the charitable aims, through the PCC, the management team has the power to:

- 1) seek membership of the Group and record contact details in accordance with the PCC Data Privacy policy;
- 2) raise funds, grants and donations for receipt into the PCC Friends Group bank account;
- 3) ensure funds are used to carry out the purpose of the Group;
- 4) ensure that all projects meet the requirements of all statutory obligations;
- 5) co-operate with and support other charities with similar purposes; and
- 6) do anything which is lawful and necessary to achieve the purpose of this constitution.

## **MEMBERSHIP**

The membership of the Friend's Group shall be open to anyone interested in helping the Group achieve its aims. The management team will maintain an up-to date membership list.

The PCC 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 PCC before funds are committed and can be accompanied by a friend.

## **MANAGEMENT TEAM MEETINGS**

The PCC member on the management team will report to committee meetings of the West Deeping PCC and at the PCC Annual Parochial Church Meeting.

The management team will hold regular meetings to discuss membership, donations, fundraising and grant applications. The team will act on unanimous decisions.

At least 3 members of the management team must be present at the meeting to be able to take decisions. Summary notes shall be kept for every meeting. The management team may co-opt up to 3 additional members and may make reasonable additional rules to help run the Group. These rules must not conflict with this constitution or the law.

If members of the management team have a conflict of interest they must declare it and leave the meeting while the matter is being discussed or decided.

### **MONEY AND PROPERTY**

Funds raised must only be used for the charity's purposes.

The management team cannot receive any money from the charity, except to refund reasonable out of pocket expenses.

### **GENERAL MEETINGS**

If the management team consider it is necessary to change this constitution, consult the membership or wind up the Friend's Group, they must call a General Meeting so that the membership can make the decision. No change can be made to the constitution that would make the organisation no longer a charity. Following winding up, any money remaining after payment of debts will belong to the PCC.

The management team 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 at general meetings require a two thirds majority. Meetings must be minuted.

This constitution was adopted on 28/02/19 by the members of the management team whose signatures appear below.

Colin Blagrove

Gareth Williams

Andrew Bowman

Endorsed by:

Chair  
West Deeping PCC  
Dated: 07/03/19