

HAYLING ISLAND MEN'S SHED

CONSTITUTION

1. NAME:

The Charity's name is the **Hayling Island Men's Shed Association**

2. THE PURPOSES OF THE CHARITY ARE

- a) To be a workshop and social centre for Hayling Island residents.
- b) To help members maintain their health and wellbeing, make new friends and enjoy working on a range of projects.
- c) To assist the community of Hayling Island in practical ways whenever possible.

3. TRUSTEES

The Charity will be managed by a board of Trustees who are appointed at the Annual General Meeting (AGM) of the Charity. The board will consist of: Chairperson, Secretary, Treasurer and 3 other members.

4. CARRYING OUT THE PURPOSES

In order to carry out the purposes of the Charity, 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 purposes.
- d) To take any lawful and necessary action to achieve the purposes of the Charity.

5. MEMBERSHIP

The Charity's membership shall be inclusive. People who are 18 and over and support the Charity's work, may apply to the Trustees for membership which is renewable each year and will run from 1st January to the 31st December. The Trustees will keep an up-to date list of members who will sign a member's agreement form.

HAYLING ISLAND MEN'S SHED

The Trustees have a right to refuse a member's renewal or revoke membership of the Charity if they believe it is in the Charity's best interest. The member concerned has the right to be heard by the Trustees before any decision is made and maybe accompanied by a friend.

6. ANNUAL GENERAL MEETING (AGM)

- a) An AGM will be held every year and 21 days' notice, with an agenda, will be given to all members.
- b) Minutes shall be kept.
- c) At least one quarter of the Charity's members must be present.
- d) The Trustees shall present the annual report and accounts.
- e) Members shall elect a Board of Trustees consisting of a minimum of Chairman, Secretary and Treasurer to serve on the board for 1 year. They will retire at the next AGM but may stand for re-election.
- f) Any member may stand for election as a Trustee.
- g) Every member has one vote and in the event of a tie, the Chairperson will have the casting vote.

7. GENERAL MEETINGS. (EGM)

Extraordinary General Meetings made be called at any time but 14 days' notice must be given to all members giving the reason for the meeting. The following may call an EGM;

- a) Trustees, if they consider it necessary to make changes to the constitution. No changes may be made that would change the charitable status.
- b) Trustees, to wind up the Charity.
- c) Members, upon a written request to the Trustees. Must have the backing of 20% of the members.

Minutes of all EGM's must be kept. Any decision requires a two thirds majority.

8. TRUSTEES MEETINGS.

- a) The Trustees must hold at least 3 meeting each year.
- b) At least 3 Trustees must be present at a meeting to be able to make decisions.
- c) Minutes of all Trustees meetings will be taken.
- d) Trustees must keep accounts. The most recent annual account may be seen by anybody on request.

HAYLING ISLAND MEN'S SHED

- e) If a Trustee has a conflict of interest, they must declare it and leave the meeting while the matter is discussed and decided.
- f) Trustees may make reasonable additional rules to help run the Charity providing they do not conflict with this constitution or the law.
- g) During the year if there is a need, the Trustees may appoint up to 2 additional Trustees to assist the running of the Charity. They will stand down at the next AGM.

9. MONEY AND PROPERTY

- a) Money and property must only be used for the Charity's purposes.
- b) Trustees cannot receive any money or property from the Charity, except to refund reasonable out of pocket expenses.
- c) Money must be held in the Charity's bank account and all cheques must be signed by 2 Trustees.
- d) The assets and equipment, bought, gifted or donated, will be owned collectively by the membership.
- e) Should the Charity wind up its operation, any money or property remaining after payment of debts must be given to a Charity with similar purposes to this one.

10. DECLARATION

This constitution was adopted on By the temporary board of Trustees whose signatures appear below and by the general membership of the Charity.

Name	Position

Date;.....