



Achieve, Believe, Care

# Friends of The Winchcombe School

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## Friends of The Winchcombe School

**Registered Charity Number: 1025405**

### CONSTITUTION

1. The name of the Association shall be Friends of The Winchcombe School.
2. The object of the Association is to enhance the facilities of the school for both pupils and staff. In furtherance of this the Association may:
  - (a) Develop more extended relationships between the staff, parents and others associated with the school.
  - (b) Engage in activities which support the school and advance the well being and education of the pupils attending it.
  - (c) Provide and assist in the provision of facilities at the school not normally provided by the Local Education Authority.
3. The Association shall be non-party political and Non-sectarian.
4. Public Liability and Personal Accident Insurance to cover its activities to be taken in consultation with the school.
5. Membership shall consist of all parents and carers of pupils attending the school.
  - (a) Staff automatically become members of the Association.
  - (b) Anyone with an interest in supporting the school is eligible to be considered for membership of the Association
6. The management of the Association shall be vested in a committee consisting of the following Officers:-President, Chairperson, Vice Chairperson, Honorary Secretary, Honorary Treasurer, together with 5 other members and 2 staff members.
7. The Officers and Committee, with the exception of the President, shall be elected at the Annual General Meeting and shall serve until the close of the next Annual General Meeting.
8. A quorum shall consist of not less than 5 members of the Committee, to include at least one Officer.
9. The Committee shall have the power to co-opt members to the Committee in the event of vacancies arising prior to the Annual General Meeting.



10. The Committee may appoint sub-committees, as it deems necessary and shall prescribe their function, provided that all acts and proceedings of any such sub-committee shall be reported to the Committee as soon as possible, and provided that no such sub-committee shall expend funds of the Association otherwise than in accordance with a budget agreed with the Committee.
11. Committee meetings shall be held at least once each term.
12. The Annual General Meeting will be held in the Autumn Term. At the Annual General Meeting the Chair shall be taken by the Chairperson or in his/her absence by the Vice Chair of the Committee.
13. Nominations shall be proposed and seconded by members and must have the consent of the nominee. Nominations may be made at any time prior to the commencement of the Annual General Meeting.
14. The Committee will appoint an Auditor to audit the accounts and books of the Association at the end of every financial year.
15. Special General Meetings may be called at the written request of a minimum of 10 members.
16. Ten days notice shall be given of any Special General Meetings.
17. The Honorary Treasurer shall be responsible for keeping account of all income and expenditure and shall invest the monies of the Association not immediately required as may be thought fit. He/she will also present a financial report when requested and shall present the accounts duly audited for approval by the members at the Annual General Meeting.
18. Bank accounts shall be operated in the name of the Association and withdrawals shall be made on the signature of any two signatories.
19. The financial year shall commence on the first day of September.
20. No alteration shall be made which could cause the Association to cease to be a charity in law except at the Annual General Meeting or a Special General Meeting called for this purpose. Alterations to the Constitution shall receive the assent of two thirds of the members present and voting at an Annual General Meeting or Special General Meeting.
21. The Association may be dissolved by a resolution presented at a Special General Meeting called for this reason. The resolution must have the assent of two thirds of those present and voting. Such resolutions may give instructions for the disposal of any assets remaining after satisfying any outstanding debts and liabilities. The assets shall not be distributed among members of the Association, but will be given to the school for the benefit of the children of the school, or in the event of the school closure, to the school to which the majority of the closing school will go, in any manner which is exclusively charitable in law. If effect cannot be given for this provision then the assets can be given to some other charitable purpose.

Adopted 23<sup>rd</sup> September 2008.