

ROCHDALE BOROUGH DISABILITY SPORT & LEISURE FORUM

CONSTITUTION

1 Name

The Name of the Forum shall be called Rochdale Borough Disability Sport & Leisure Forum (hereinafter known as the Forum).

2 Aims

- To promote, foster and develop sports and recreational activities among disabled people in Rochdale in the interests of social welfare in order that their conditions of life may be improved.

3 Officers of the Forum

The forum at its Annual General Meeting shall elect a committee. They shall be elected to serve annually. All officers will retire each year but will be eligible for re-appointment. The officers of the Forum will be:

- Chair
- Vice Chair
- Secretary
- Treasurer
- any other relevant position.

4 Committee

To further the objectives of the Forum, the committee may exercise the following powers:-

- Power to raise funds, invite and receive contributions, donations and otherwise, providing that the group shall not undertake any permanent trading activities.
- Power to co-operate with other charities, voluntary bodies and statutory authorities operating in the furtherance of the objects or of similar charitable purposes and to exchange information and advice with them.
- To set up a bank account in the name of the forum
- To hold regular and constructive meetings
- To bring together representatives from voluntary organisations, government departments, statutory and individuals
- Promote and carry out or assist in promoting research, surveys and investigations
- To undertake any other lawful activity to further the groups aim.
- To oversee disbursement of funds in line with the objectives of the Forum.

5 Membership

Membership of the Forum shall be open to:-

- Individuals and/or groups who are interested in furthering the work of the Forum.
- National, international and local voluntary or non-profit making organisations, whether corporate or unincorporated, which are interested in furthering the objects of the forum.

6 Finance

All Forum monies will be banked in an account held in the name of the Forum. The Treasurer will be responsible for the finances of the Forum. The financial year of the Forum will end on 31st December each year.

An **audited** statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any cheques drawn against Forum funds should hold the signatures of the Treasurer plus up to two other officers.

7 Annual General Meetings

Notice of the Annual General Meeting (AGM) will be given by the Forum Secretary. Not less than 21 clear days' notice to be given to all members.

The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.

Elections of officers are to take place at the AGM.

All members have the right to vote at the AGM.

The quorum for AGMs will be *25% OF THE MEMBERSHIP*

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

8 Dissolution

A resolution to dissolve the Forum can only be passed at an AGM or EGM through a majority vote of the membership.

In the event of dissolution, any assets of the Forum that remain will become the property of another forum with similar objectives to those of the forum.

9 Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

10 Declaration

Rochdale Borough Disability Sport & Leisure Forum hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

SIGNED: DATE:

Name:

Chair

SIGNED: DATE:

Name:

Secretary