

CONSTITUTION of Harrow Elders Group

The name of the Association shall be "Harrow Elders Group" hereinafter called "HEG"

1. OBJECTS

1. The relief of older people (people aged 60+ and in charitable need) in the Harrow area, but not exclusively, by the provision of support, information and other services to assist them in their independent living, relieve their social isolation and promote their good health.
2. To provide, or assist in the provision of facilities in the interest of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their age, infirmity or disability, financial hardship, or social circumstances with the object of improving their conditions of life.

2. MEMBERSHIP

1. Membership shall be open to any community member, irrespective of race, gender, or caste, subject to approval of the Executive Community (EC).
2. The Executive Committee shall have the right for good and sufficient cause or reason to refuse an application or to terminate membership. The member will have a right of appeal to the Executive Committee or at the annual general meeting of the HEG.
3. The Executive Committee shall have the right to waive the whole or part of fees for any existing prospective member with financial difficulties.

3. AFFILIATION

1. HEG will have the right to accept affiliation from other association(s) provided their objectives are similar to those of HEG.
2. EC will first consider any such application, and will need to get the approval from members at first specially convened meeting. 75% of members, present and voting, must approve such an affiliation.
3. An agreement will be drafted setting out the terms and conditions of such an affiliation.
4. The affiliated body will submit its accounts to HEG treasurer within one month of the end of financial year before the AGM. The accounts will be combined with HEG accounts.

4. SUBSCRIPTIONS

1. The executive committee shall decide the annual membership subscription, and review this periodically.

5. EXECUTIVE COMMITTEE

1. The annual general meeting shall elect the executive committee consisting of minimum 5 and maximum 11 members. The committee will then allocate the duties of president, secretary, treasurer, and any posts as deemed necessary.
2. This Executive Committee shall be responsible for safeguarding assets of HEG. It will include maintaining proper accounting records and preparing annual accounts for approval at the Annual General Meeting.
3. The Executive Committee shall have the right to co-opt up to 4 members as and when deemed necessary.
4. The Executive Committee will hold meetings as and when required.

CONSTITUTION of Harrow Elders Group

6. ANNUAL GENERAL MEETING

1. The Executive Committee shall call the annual General Meeting once every year, not later than 15 months since the last Annual General Meeting.
2. 21 days' notice will be given for calling the Annual General Meeting. The notice can be given verbally at the weekly gathering of HEG.
3. The annual general meeting shall.
 - Read and adopt the minutes of the previous AGM,
 - Adopt reports from Executive Committee,
 - Adopt annual accounts,
 - Every two years elect a new Executive Committee and other office bearers will be selected from those elected,
 - Appoint independent reviewer for the accounts,
 - Transact any other business with the permission of the Chair.

7. EXTRAORDINARY GENERAL MEETING.

1. The president or Secretary may call a special meeting, by giving not less the 21 days' notice, to transact important or urgent business.
2. Members may request the Executive committee to call such a meeting provided they have signatures from at least thirty percent of the members on the register of HEG. Such request must be made in writing and submitted to the Secretary at least 28 days before the intended date of the meeting.

8. QUORUM

1. Quorum for the general meeting shall be 25% of the membership on register. If the quorum is not fulfilled within 30 minutes, then the meeting will be adjourned and the adjourned meeting called by giving 7 days' notice. If at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting the members present shall be the quorum.
2. Quorum for the committee meeting shall be 4.

9. AMENDMENT

HEG may amend any provision contained in this Constitution provided that:

1. No amendment may be made that would have the effect of making the Charity to cease to be a Charity at law.
2. No amendment may be made to the Objects and application of Income and Property dissolution or this clause without prior written consent of the Charity Commission.
3. Any resolution to amend a provision of this Constitution is passed by not less than two thirds of the members present and voting at a general meeting.

CONSTITUTION of Harrow Elders Group

10. DISSOLUTION

1. If the members resolve to dissolve the Charity the Management will remain in office as a Charity Management Committee and be responsible for winding up the affairs of the Charity in accordance with this clause.
2. The Management Committee must collect all the assets of the Charity and must pay or make provision for all liabilities of the Charity.
3. The Management Committee must apply any remaining property or money:
 - a. Directly for the objectives;
 - b. By transfer to any Charity or charities for purpose of the same or similar to the Charity;
 - c. In such manner as the Charity Commissioner for England and Wales (the Commission) may approve in writing in advance.
4. The members may pass a resolution before or at the same time as the resolution to dissolve the Charity specifying the manner in which the Management Committee are to apply the or assets of the Charity and the Management Committee must comply with the resolution if it is consistent with the paragraphs (a)-(c) inclusive in the sub clause (3) above.
5. In no circumstances shall the net assets of the Charity to be paid to or distributed among the members of the Charity (except to member of that is itself a Charity)
6. The Management Committee must notify the Commission promptly that the Charity has been dissolved. If the Management Committee is obliged to send charity's accounts to the Commission for the accounting period which ended before the dissolution they must send the Commission the Charity's final accounts.