

## **OUR CONSTITUTION**

The name of the our association is

**THE SOUTH GLOUCESTERSHIRE LESBIAN, GAY & BISEXUAL FORUM**  
abbreviated to SGLGBF

### **1. OBJECTS**

The reasons we are established are detailed in our aims and objectives. This explains what we do for LGB people in South Gloucestershire, how we promote ourselves and how we will work with partner agencies.

### **2 THE COMMITTEE IS RESPONSIBLE FOR ORGANISING AND ADMINISTERING THE GROUP.**

The means that it will have the capability to :

- 2.1 hold regular meeting to progress its aims
- 2.2 organise and manage events and exhibitions
- 2.3 apply for and raise funds to be used for furthering its aims
- 2.4 employ paid staff and follow any legal requirements
- 2.5 acquire or hire property of any kind. Property includes goods, items, not land
- 2.6 let or dispose of property of any kind
- 2.7 make grants or loans and to give guarantees
- 2.8 deposit or invest funds in any lawful manner
- 2.9 take out insurances to protect the income and property of the association and members of the committee where required
- 2.10 enter into contracts to provide services to or on behalf of other bodies
- 2.11 co-operate with other bodies
- 2.12 support, administer or set up other charities or groups
- 2.13 do anything else within the law which promotes or helps to promote the objects

### **3. MEMBERSHIP OF THE COMMITTEE?**

We want to encourage people to engage with us in as many ways as possible.

We recognise that because of the large geographic spread of the District, it is not always possible for members to attend our meetings in person. We welcome any contribution that helps us to promote our aims and objectives.

3.1 membership will be open to persons living, working or travelling through South Gloucestershire and who are interested in promoting the objects of the association, furthering the equality of LGB people in the District and have been approved by the committee.

3.2 the committee may terminate the membership of any individual whose continued membership would in the reasonable view of the committee be harmful to the association.

3.3 every member will be entitled to one vote at an AGM or general meeting

#### **4. THE COMMITTEE**

We aim for the widest diversity in opinion, experience and lifeskills that people can bring to our group. But we need to manage the constraints of working by common consent. Because of this:

4.1 the committee will be elected by consensus at its annual general meeting

4.2 the committee will consist of at least 4 and no more than 12 people.

4.3 the quorum for the committee will be 4 people

4.4 the committee will have the authority to co-opt additional committee members as appropriate.

4.5 at least 6 committee meetings will be held each year.

#### **5 INCOME AND PROPERTY**

We have been given funds to help us to promote our aims, and we must be prudent in the way we spend and account for it.

5.1 the property and funds of the association must be used only for promoting the objects and do not belong to the members of the association or the committee

5.2 committee members may be paid reasonable out of pocket expenses

5.3 the association will keep a record of all income and expenditure and will ensure that these accounts will be verified annually at the AGM

#### **6 CHANGES TO THE CONSTITUTION**

The constitution may be amended by a resolution passed by not less than two thirds majority of the members present and voting at a general meeting. Members must be given at least two weeks notice of the meeting. The notice of the general meeting must include notice of the resolution setting out the terms of the amendment proposed. Cannot alter the voluntary or not for profit status of the organisation except by unanimous vote.

## 7. DISSOLUTION

The organisation can be dissolved at a general meeting with at least two thirds of the members in attendance in agreement to dissolve. After making provision for all outstanding liabilities of the association, the committee may transfer all the remaining property and funds to an organisation with the same or similar objects.

### Adopted at a meeting held

At.Kingswood Civic Centre.....(place)

On...16 December 2004.....(date)

### Signed

Name..John Hesketh

Signature.....

(name and signature of chair of meeting)