



on your doorstep

A. NAME

The name of this unincorporated association is **Southwell Torpedos** ('ST').

B. ADMINISTRATION

The association and its property shall be managed by the members of the Committee, as described in clause G. In all it does the association, and those working in its name, shall operate within the law.

C. OBJECTS (AIM)

Our primary aim is to respond to the Covid-19 crisis with immediate practical support for anyone in self-isolation. Also to help those that might struggle to get essential items if they don't have transport or have additional health or access issues, even if not in true isolation. Many people have family or friends locally based and we don't plan to replace that support but not everyone has that or their support network might be in the same situation as themselves.

Our secondary aim is to create an enduring legacy of volunteers and community support structures which can continue to deliver support to the vulnerable and isolated in our community after the immediate Covid-19 crisis has passed.

D. POWERS

The committee may exercise the following powers:

1. Power to raise funds through subscriptions or otherwise, but not including trading;
2. Power to co-operate with other bodies operating in similar areas of interest and to exchange information and advice with them;
3. Power to establish or support any charitable trusts, associations or institutions formed for any of the objects;
4. Power to obtain and pay for any goods and services necessary for carrying out the work of the organisation.

E. MEMBERSHIP

Membership of ST shall be open to individuals who are interested in furthering the work of the association and have paid any subscription due. The committee shall decide whether to require a joining fee and/or an annual subscription, and the necessary amounts for those. There is no specific membership category for companies or other bodies, but a member who belongs to a relevant organisation may represent its concerns.

The membership base is drawn from those who filled in a joining survey or have otherwise made contact with ST.

Membership will cease on death, moving out of area, resignation or acting against the organisation's aims (as decided by the committee).

F. HONORARY OFFICERS

The committee shall appoint a Chair, a Treasurer and a Secretary. It may also appoint a Vice-chair.

The committee shall decide how frequently officer appointments must be reviewed, and may decide an absolute limit to the length of service for any officer position. These decisions do not require amendment to this constitution.

G. COMMITTEE

The committee shall consist of not fewer than 5 and not more than 10 members including the officers named in F. Members are those who volunteer or are persuaded to serve and who enjoy the confidence of an absolute majority of the existing committee.

The original committee was formed from those who volunteered to serve at the founding meeting on 17th April 2020.

H. LEAVING THE COMMITTEE

Committee membership ceases on death, incapacity or resignation. The committee shall decide whether a limit should be set to length of service on the committee and what it should be.

I. NO PERSONAL INTEREST

No committee member shall be paid for serving the committee, except in the case of professional work undertaken for ST and with the unanimous consent of a meeting of the committee.

No committee member shall have any interest in property or funds of ST other than a trustee on behalf of ST.

J. MEETINGS AND PROCEEDINGS OF THE COMMITTEE

1. The committee must meet at least three times in each calendar year. A minimum of four days written notice must be given of meetings. During the immediate Covid-19 crisis period all meetings will be virtual with normal quorum rules applying.
2. The conventions normal to the Conduct of Meetings shall be observed including the publication, circulation and approval of minutes. The Chair shall if present chair meetings, but otherwise those present shall elect a meeting chair. A quorum requires at least two officers and at least two other members of the committee.
3. Decisions will be made by consensus or otherwise by simple majority with the Chair having the casting vote.

K. RECEIPTS AND EXPENDITURE

The funds of ST, including all donations, contributions and bequests, shall be paid into an account operated by the Treasurer on behalf of the committee at a bank selected by the committee.

All cheques drawn on the account must be signed by two officers.

Online or card-based transactions will require documented approval by 2 officers / signatories.

The funds belonging to ST shall be applied only in furthering the objects.

A record of income and expenditure will be maintained by the Treasurer.

L. PROPERTY

The association shall not under this constitution hold property in the sense of fixed assets, and shall not hold or manage funds beyond what is reasonable for administrative and promotional activities towards the objects.

M, N, O, P. GENERAL MEETINGS AND NOTICE

This constitution makes no provision for annual or special general meetings. It encourages meetings for the whole membership when there is substantial news to give, or wide debate needed.

Q. ALTERATIONS TO THE CONSTITUTION

This constitution is purposely informal and flexible. It would need to be more precise and detailed to deal with large funds or property, or to cope with argument among members over policy or conduct which needs disciplined handling.

The constitution must be reviewed if requested by a majority of the officers or a majority of the committee. Any amendment of this constitution must be approved by a majority of the officers and a majority of the committee.

R. DISSOLUTION

If the committee decides that it is necessary or advisable to dissolve the association it shall call a meeting of all members of the association giving 21 days' notice of the meeting and of the intention. If the proposal is confirmed by two thirds majority of those present and voting the committee shall have power to realise any assets held by or on behalf of the association and to disperse them to like-minded not-for-profit organisations.

The name ST is reserved and the stood down officers shall resist the use of the name by others.

S. ASSENTS

The officers and committee members shall sign a copy to indicate their assent to this constitution and their consent to be bound by it.

As soon as practicable its existence shall be made known to members through an edition of the newsletter, which must indicate where a copy can be seen.

CHAIR Christopher Prentice *Chris Prentice* 19 April 2020

TREASURER John Hepworth *J Hepworth* 19 April 2020

SECRETARY Katherine Freeman *Katherine Freeman* 20 April 2020

ALL COMMITTEE MEMBERS

MEMBER Jacky Huson *Jacky Huson* 19 April 2020

MEMBER Jo Miller *Jo Miller* 20 April 2020

MEMBER Michael Stevenson *Michael Stevenson* 19 April 2020