

**ROAD ANGELS LEGACY COMMITTEE**

# **CONSTITUTION**

12<sup>th</sup> AUGUST 2009

**1). Name of Committee**

The name of the Committee shall be the “ Road Angel Legacy Committee”.

**2). Area**

The area to be covered by the Committee shall be Northern Ireland and the Republic of Ireland.

**3). Objectives**

The objectives of the Committee shall be:

- 3.1)** To promote the memory of those killed or injured on our roads
- 3.2)** To provide support and care for those injured on our roads and for the families of those killed on our roads
- 3.3)** To promote and support educational input on the true effects of road death and serious injury caused by R.T.Cs to schools, colleges and youth organisations
- 3.4)** Promote the education of the public on road accident prevention
- 3.5)** Co-operate with Statutory bodies and other organisations in the promotion of schemes for road accident prevention and casualty reduction
- 3.6)** To take such action as is relevant to the achievement of these objects
- 3.7)** Obtain, collect and receive money by way of grants, donations, bequests, legacies or other Lawful method.

**4). Membership**

- 4.1)** Maximum number of committee members shall be 15
- 4.2)** The committee shall include individuals with an interest in Road Safety and Representatives from such organisations as the Committee may from time to time determine:
- 4.3)** The committee shall have power to co-opt additional members at its discretion. A member should not sit for more than **3** years, unless determined and agreed by a majority of the committee Membership.

**4.5)** Members of the Committee shall be appointed for one year and shall then be eligible for re-appointment

**4.6)** The committee should at all time have at least one representative from the family of **Gareth Farrelly** in whose memory the committee was founded.

**5) . MEMBERSHIP FEE**

**5.1)** All members must fill out a membership form.

**5.2)** All members details will be kept on a database and this will be reviewed annually.

**5.3)** cost of membership will be £5 or as decided by the committee.

**6). Expulsion of Inimical Member**

Any member who in the opinion of the Committee behaves in a manner inimical to the interests or objects of the Committee may be required by a majority vote of members present to resign.

**7). Officers**

The Officers of the committee shall be The Chairperson, Vice Chairperson, Honorary Treasurer, Honorary Secretary who shall be the Honorary Offices of the Group, shall be full Members or Associate Members of the Group, and shall be elected annually by and from the members of the committee at their first meeting following the Annual General Meeting and such others as the Committee may from time to time determine.

**8). Management committee**

**8.1)** Meetings of the Committee shall normally be held on the 2nd Wednesday of every 2<sup>nd</sup> month from September to June

**8.2)** Must have a quorum of 4 members.

**8.3)** The Committee shall have powers to fill any vacancy, which may occur, and to delegate any of its powers to sub committee.

**8.4)** Should any member be unable to attend a meeting a substitute may be appointed by the organisation s/he represents.

**9). Sub Committees**

To facilitate the work of the Committee, sub committees of such members and persons as the Committee may deem fit may be appointed to deal with specialist matters.

Sub committees will not have the power to override decisions made by the main committee Road Angels Legacy committee.

**10). Annual general Meeting**

**10.1)** the first annual general meeting of the group shall be held not later than twelve months after the Inaugural meeting and in each year thereafter an Annual General Meeting of the group shall be held at such place and time( not more than 15 months after the holding of the preceding Annual General Meeting ) as the committee shall Determine.

**10.2)**At such annual general meeting the business shall include the following :

**10.3)** the election of members to serve on the committee

**10.4)** the appointment of an independent financial advisor

**10.5 )** the consideration of an annual report of the work done by or under the auspices of the committee:

**10.6)** the consideration of the accounts:

**10.7)** the transaction of such other matters as may from time to time be considered necessary.

**10.8)** An Annual general Meeting shall normally be held on the 2<sup>nd</sup> Wednesday September at which the election of Officers shall take place and the composition of the Committee determined.

**10.9)** At least 2 weeks Prior to an AGM, each organisation represented on the Committee may receive notification of the time and place of the **AGM**.

## **11). SPECIAL GENERAL MEETINGS**

The committee may at any time at its discretion and shall upon a requisition signed by not less than 10 members having the power to vote and giving reasons for the request, call a special General Meeting of the group for the the purpose of altering the constitution in accordance with clause ( ) herof or of considering any matter which may be referred to them by the committee or for any other purpose.

## **12). FINANCE**

- 12.1)** A bank account shall be opened in the name of the group. The committee shall authorise the Honorary Treasurer and 3 members of the Committee to sign cheques on behalf of the Group. All cheques must be signed by not less than 2 of the 3 Authorised Signatories. Employees shall not be cheque signatories.
- 12.2)** The Honorary Treasurer shall keep proper accounts of the finances of the Group.
- 12.3)** The financial year of the group shall run from the ..... To April.
- 12.4)** The accounts shall be scrutinised at least once per year by an Independent Financial Assessor who shall be appointed by the committee.
- 12.5)** A statement of accounts for the last financial year shall be submitted by the Committee to the Annual General Meeting.

## **13). ALTERATIONS TO THE CONSTITUTION**

The Constitution may not be amended except by resolution at an AGM or an EGM called for that purpose. Such an EGM must be called by submission in writing to the Chairperson, must be signed by not less that 3 members of the Committee and may not be held before 21 days have elapsed from written notice being circulated. Any proposed change must be carried by two thirds of the members present before it becomes operative.

## 14). **RULES AND PROCEDURES AT ALL MEETINGS**

### **Voting**

#### **14.1) Methods of Voting**

All decisions shall be made by a show of hands, but should the Chairperson's reading of the result be challenged, a ballot may be arranged. In the event of an equality of votes, the Chairperson shall have the casting vote.

### **Minutes**

#### **14.2) Minutes of proceedings**

The Chairperson shall require minutes of the proceedings to be drawn up, signed by him/her as agreed by the Committee members at the subsequent meeting and entered in a book or binder. Following receipt of an Agenda, members wishing to raise a matter under Any Other Business must notify the Chairperson before the meeting.

#### **14.3).Quorum**

The Quorum at Annual General Meetings shall be 15 and at meetings of the Committee shall be 6 or such as the Committee may from time to time determine.

#### **14.4) Standing orders**

The committee shall have the power to adopt and issue standing orders and/or Rules from the group. Such Standing Orders and/or Rules shall come into operation immediately PROVIDED ALWAYS THAT they shall not be inconsistent with this constitution.

**13). ALTERATIONS TO THE CONSTITUTION**

**13.1)** Any alterations to this constitution shall receive the assent of not less than two-thirds of the group present and voting at the annual General Meeting or a meeting specially called for the purpose **PROVIDED THAT** notice of any such alteration shall have been received by the Honorary Secretary in writing not less than 21 clear days before the meeting at which the alteration is to be brought forward.

**15). DISSOLUTION**

**14.1)** If the committee by simple majority decide at any time that on the grounds of expense or otherwise it is necessary or advisable to dissolve the Group they shall call a meeting of all members of the Group who have the power to Vote of which meeting not less than 21 days notice (stating terms of the Resolution to be proposed thereat) shall be given.

**14.2)** if such decision shall be confirmed by a simple majority of those present and voting at such meeting the Committee shall have the power to dispose of any assets held by or in the name of the Group.

**14.3)** Any assets remaining after the satisfaction of any proper debt liabilities shall be given or transferred to such other charitable institution or institutions having objects similar to the objects of the Group as the Committee decide.

**16). Effective Date**

This Constitution having been adopted at the Annual General Meeting of the committee held on the 12<sup>th</sup> August 2009 shall be deemed to be the Constitution of the Road Angels Legacy committee on and from that date.

17).

**INDEMNITY**

The group shall indemnify and keep indemnified every officer, member, volunteer and employee of the Group from and against all claims, demands, actions and proceedings ( and all costs and expenses in connection therewith or arising therefrom) made or brought against the Group in connection with its activities, the actions of its officers, members, volunteers or employees, or in connection with its property and equipment but this indemnity shall not extend to liabilities arising from wilful and individual fraud, wrongdoing or wrongful omission on the part of the officer, member, volunteer or employee sought to be made liable. The treasurer shall effect a policy of insurance in respect of this indemnity.

This constitution was presented to the group and agreed on -:

Date - : .....

Signed -: .....

**Chairperson**

.....

**Secretary**

Date:- : .....