



Old Uxonians Final Draft Constitution

1. Title

The Association shall be known as the OLD UXONIANS ASSOCIATION.

The colours of the Association shall be green and red, and the logo that of Bishopshalt School.

2. Aims

The aims of the Association are to maintain useful and supportive contacts between former pupils of Bishopshalt School, and to carry out activities to benefit both the school and anyone who is a former pupil.

3. Members

All former pupils of Bishopshalt School shall be eligible for membership. Past and present members of the staff and governors of Bishopshalt School shall be honorary members of the Association.

4. Subscriptions

Membership shall be by subscription. All subscription rates for membership shall be decided at the Annual General Meeting. Payment of a Life Subscription shall entitle a Member to Life Membership of the Association. Annual Membership subscriptions are due on the anniversary of first payment. To encourage new membership, the annual subscription will be waived for school leavers for 5 years from the date of leaving school.

5. Becoming a Member

Applications for membership can be made via the web site www.olduxonians.co.uk or via a paper application form to the Treasurer. Unless Membership has been waived, then membership applications must be accompanied by payment.

Annual membership ceases when the subscription is not renewed after 2 reminders. Life membership ceases upon death of the Member.

Every member shall be furnished with a copy of this Constitution and it will be clearly displayed on the Association web site.

Membership may also be terminated at any time by committee decision if the member does something that brings either the school or the Association into disrepute.

6. Equal Opportunities and GDPR Legislation

The Association will comply with the latest legislation on equal opportunities and supports diversity amongst its members. There is a separate policy on data protection/GDPR that is available on our web site.

7. Officers

The Officers of the Association shall be:

- Chairman
- Vice Chairman
- Secretary
- Treasurer

8. Executive Committee

The Association shall be governed by a Committee to be called the Executive Committee consisting of the Officers and a maximum of four other members. Three persons shall form a quorum.

The Committee shall have the power to fill any vacancy which may occur during its term of office, and also shall have the power to co-opt Committee Members as required.

The decision of the Executive Committee shall be final in all matters not specifically covered by this Constitution.

9. Election of Officers

The Officers and Executive Committee shall be elected at the Annual General Meeting, and shall remain in office until the next Annual General Meeting.

10. Annual General Meetings

The Annual General Meeting shall be held not later than 15th June and within a period of fifteen months from the last General Meeting. At this meeting, the Committee shall present Reports and Accounts.

Special General Meetings may be convened by direction of the Executive Committee or on an application signed by not less than fifteen members of the Association to the Secretary stating the reason for such a Meeting.

Items for the agenda should be presented to the Secretary a maximum of three weeks prior to the meeting.

Fourteen days' notice shall be given of any General Meeting, and the agenda shall be published in advance in the newsletter and on the web site.

Members may attend the Annual General Meeting virtually using relevant technology and while actually part of the meeting they shall have a vote.

11. Committee Meetings

Committee meetings shall take place as agreed by the committee. The Secretary is responsible for producing the agenda and convening the meeting. All meetings will be minuted by the Secretary and the minutes circulated to all Committee Members within 14 days of the meeting.

Committee Members may attend the meeting virtually and while actually part of the meeting they shall have a vote.

12. Decision Making

Decisions will be made by a vote of those present at the meeting. The Chair will have a casting vote in the event of a tie. All decisions must be minuted.

13. Finance

The Association financial year ends on 31st March.

The Treasurer is responsible for managing the Association bank and PayPal accounts. For contingency, there will be at least 3 signatories for the bank account and 3 people who can access PayPal. These signatories will be agreed at a meeting of the Executive Committee and the decision recorded in the minutes.

Each transaction requires one signature.

Records of income and expenditure will be kept by the Treasurer and a report given at each committee meeting.

An annual statement of accounts will be given at the AGM. There is no requirement to have the accounts audited.

All money raised will be used in furtherance of the Aims of the Association and for no other purposes.

All monies received in the form of subscriptions for Life Membership shall be credited to a Life Members' Reserve Account. Each Life Membership Subscription shall be transferred from this Account to the Annual Income and

Expenditure Account in equal instalments over a period of twenty years (ie 5% per annum).

14. Alteration of the Constitution

Proposals affecting the Constitution must be agreed by two-thirds of the members present either at a Special General Meeting convened for the purpose or at the Annual General Meeting.

Details of such proposals must be circulated to Members in advance of the meeting and tabled in advance as an agenda item.

15. Dissolution

In the event that the Association ceases to exist, communication will be made to all Members.

Any remaining funds will be passed to the school.