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MEMORANDUM AND ARTICLES OF ASSOCIATION
OF
38 DEGREES TRUST

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SATURDAY



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11/12/2010

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COMPANIES HOUSE

Company number

Charity number

THE COMPANIES ACT 2006

Company Limited by Guarantee and not having a Share Capital

MEMORANDUM OF ASSOCIATION OF

38 DEGREES TRUST

Subscribers

We, the people whose names and addresses are written below, wish to form into a company with this Memorandum of Association

Names and addresses of Subscribers

Name

Address

Name

Address

Name

Address

Company number

THE COMPANIES ACT 2006

Company Limited by Guarantee and not having a Share Capital

ARTICLES OF ASSOCIATION OF

38 DEGREES TRUST

1. Name of Charity and Meaning of Words

- 1 1 The name of the Charity is 38 Degrees Trust, called in this document "the Charity"
- 1 2 In these Articles the words in the first column of the table below will have the meanings shown opposite them in the second column, as long as this meaning is consistent with the subject or context -

Words	Meanings
Act	The Companies Acts 1985, 1989 and 2006 (to the extent in force) including any statutory modification or re-enactment thereof from time to time
Articles	These Articles of Association
Board	The Board of Trustees of the Charity, the members of which are the directors of the Charity and are charity trustees
Chair	The Chair of the Board of Trustees or any person discharging the functions of the Chair
Charities Act	The Charities Acts 1992, 1993 and 2006 (to the extent in force) including any statutory modification or re-enactment thereof from time to time
Charity	The company regulated by these Articles
Charity Commission	The Charity Commission of England and Wales
Clear Days	In relation to a period of notice, the period

excluding the day on which notice is given or deemed to be given and the date of the event to which the notice relates

Month	Calendar month
Objects	The Objects of the Charity as defined in Article 3 of the Charity's Articles of Association
Office	The registered office of the Charity
Regulations	Any rules, standing orders or regulations made in accordance with these Articles
Seal	The common seal of the Charity
Signed	Shall include faxes of signatures and other forms of authentication that are permitted by law
Special Business	As defined in Article 21 2
Taxable Trading	Carrying on a trade or business for the principal purpose of raising funds and not for the purpose of actually carrying out the Objects, the profits of which are subject to corporation tax
Trustees	The directors of the Charity
United Kingdom	Great Britain and Northern Ireland
in Writing	Written, printed or lithographed or partly one and partly another, and other ways of showing and reproducing words in a visible form including by e-mail or fax (to the extent legally permissible)

- 1 3 Words in the singular form include the plural and vice versa
- 1 4 The words "person" or "people" include corporations
- 1 5 Apart from the words defined above, any words or expression defined in the Act will have the same meanings in these Articles, provided they are consistent with the subject or context
- 1 6 Headings are not part of the Articles

2. Registered Office

The registered office of the Charity will be in England and Wales

3. Objects of the Charity

3 1 The objects of the Charity (the "Objects") are

- (a) the prevention or relief of poverty,
- (b) the advancement of education,
- (c) the advancement of health or the saving of lives,
- (d) the advancement of citizenship or community development by such charitable purposes as the Trustees see fit,
- (e) the advancement of the arts, culture, heritage or science by such charitable purposes as the Trustees see fit,
- (f) the advancement of human rights, conflict resolution or reconciliation or the promotion of religious or racial harmony or equality and diversity by such charitable purposes as the Trustees see fit,
- (g) the advancement of environmental protection or improvement,
- (h) the relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage, and
- (i) the advancement of animal welfare by such charitable purposes as the Trustees see fit "

4. Powers of the Charity

4 1 The Charity has the following powers which may be used only to promote the Objects -

- (a) to buy, take on lease, share, hire or otherwise acquire property of any sort,
- (b) to sell, lease or otherwise dispose of all or any part of the property belonging to the Charity in exercise of this power but the Charity must comply as appropriate with Sections 36 and 37 of the Charities Act 1993,
- (c) to borrow money and to charge the whole or any part of the property belonging to the Charity as security for the repayment of money borrowed or any other obligation but the Charity must comply as appropriate with Sections 38 and 39 of the Charities Act 1993 if it wishes to mortgage land,

- (d) to construct, alter, provide, manage, maintain, furnish and fit with all the necessary furniture and other equipment any buildings and any other premises or structures or land,
- (e) to employ and pay any employees, officers, servants and professional or other advisers,
- (f) subject to any restrictions in the Charities Act, to borrow money, invite and receive contributions or grants, enter into contracts, seek subscriptions or raise money in any way including carrying on trade but not by means of Taxable Trading,
- (g) to give or receive guarantees or indemnities,
- (h) to promote or undertake study or research and disseminate the results of such research,
- (i) to produce, print and publish anything in any media,
- (j) to provide or procure the provision of services, education, training, consultancy, advice, support, counselling, guidance, grants, scholarships, awards or materials in kind,
- (k) to promote and advertise the Charity's activities,
- (l) to invest any money in any investments, securities or properties, and to accumulate and set aside funds for special purposes or as reserves,
- (m) to undertake any charitable trust,
- (n) to make provision for the payment of pensions and other benefits to or on behalf of employees and their dependants,
- (o) to establish, promote and otherwise assist any limited company or companies or other bodies for the purpose of acquiring any property or of furthering in any way the Objects or to undertake trading and to establish the same either as wholly owned subsidiaries of the Charity or jointly with other persons, companies, government departments or local authorities and to finance such limited company or companies or other body by way of loan or share subscription or other means,
- (p) to transfer or dispose of, with or without valuable consideration, any part of the property or funds of the Charity not required for the purpose of the Charity in furtherance of the Charity's Objects,

- (q) to establish, support, federate with or join or amalgamate with any companies, institutions, trusts, societies or associations,
- (r) to transfer to or to purchase or otherwise acquire from any charities, institutions, societies or associations any property, assets or liabilities, and to perform any of their engagements,
- (s) to open and operate bank accounts and other banking facilities,
- (t) to accept any property upon or on any special trusts, or for any institutions or purposes either specified or to be specified by some person other than the Trustees,
- (u) to co-operate and enter into any arrangements with any governments, authorities or any person, company or association,
- (v) to insure any risks arising from the Charity 's activities,
- (w) (i) to purchase indemnity insurance out of the funds of the Charity to indemnify any of the Trustees against any personal liability in respect of
 - (a) any breach of trust or breach of duty committed by them in their capacity as charity trustees or trustees for the Charity,
 - (b) any negligence, default, breach of duty or breach of trust committed by them in their capacity as directors or officers of the Charity or of any body corporate carrying on any activities on behalf of the Charity,
 - (c) any liability to make contributions to the assets of the Charity in accordance with section 214 of the Insolvency Act 1986,
- (ii) Subject to Article 4 1(w)(iv) below, any insurance in the case of 4 1(w)(i)(a) or (b) must be so framed as to exclude the provision of an indemnity for a person in respect of
 - (a) any liability incurred by a Trustee to pay a fine imposed in criminal proceedings or a sum payable to a regulatory authority by way of a penalty in respect of non-compliance with any requirement of a regulatory nature (however arising),
 - (b) any liability incurred by a Trustee in defending any criminal proceedings in which he is convicted of an offence arising out of any fraud or dishonesty, or wilful or reckless misconduct, by him, or

- (c) any liability incurred by a Trustee to the Charity that arises out of any conduct which he knew (or must reasonably be assumed to have known) was not in the interests of the Charity or in the case of which he did not care whether it was in the best interests of the Charity or not,
- (iii) Subject to Article 4 1(w)(iv) below, any insurance in the case of 4 1(w)(i)(c) shall not extend to any liability to make such a contribution where the basis of the Trustee's liability is his knowledge prior to the insolvent liquidation of the Charity (or reckless failure to acquire that knowledge) that there was no reasonable prospect that the Charity would avoid going into insolvent liquidation,
- (iv) And to purchase out of the funds of the Charity any additional indemnity insurance cover for the benefit of the Trustees that is permitted by law from time to time,
- (x) to make such ex gratia payments as are considered reasonable and fair with the consent of the Charity Commission,
- (y) to lend funds not immediately required by the Charity on such commercial terms as the Trustees thinks fit, having taken professional advice where this is legally required or the Trustees consider it appropriate,
- (z) to pay all the expenses and costs of establishing the Charity,
- (aa) to delegate upon such terms and at such reasonable remuneration as the Charity may think fit to professional investment managers ("the Managers") the exercise of all or any of its powers of investment (an "investment" is an asset which is capable of producing income and may also increase in capital value),

Provided always that -

- (i) the Managers are properly authorised to carry on investment business,
- (ii) the delegated powers shall be exercisable only within clear policy guidelines drawn up by the Charity,
- (iii) the Managers are under a duty to report promptly to the Charity any exercise of the delegated powers and in particular to report every transaction carried out by the Managers and

report regularly on the performance of investments managed by them for the Charity,

(iv) the Charity is entitled at any time to review, alter or terminate the delegation or the terms thereof,

(v) the Charity reviews the arrangements for delegation at intervals but so that any failure by the Charity to undertake such reviews shall not invalidate the delegation,

(bb) to permit any investments belonging to the Charity to be held in the name of any clearing bank, trust corporation or stockbroking company which is a member of the Stock Exchange (or any subsidiary of any such stockbroking company) as nominee for the Charity and to pay any such nominee reasonable and proper remuneration for acting as such,

(cc) to do anything else within the law which helps promote the Objects

5. Use of income and property

5 1 The income and property of the Charity shall be applied solely towards the promotion of the Objects and no part of it shall be paid or transferred directly or indirectly by way of dividend bonus or otherwise by way of profit to members of the Charity or Trustees, and no Trustee may be appointed to any office of the Charity paid by salary or fees or receive any remuneration or other benefit in money or money's worth from the Charity except as permitted by law or by the Charity Commission or shown below under 'Allowed Payments' and then only after complying with any requirements of the Act and the Charities Act, PROVIDED this shall not prevent a member of the Charity or a Trustee receiving any benefit as a beneficiary

6. Allowed Payments

6 1 The Charity may pay -

(a) Reasonable and proper payment to any officer, servant, employee, professional or other adviser of the Charity who is not a Trustee for any services to the Charity

(b) Reasonable and proper remuneration of a Trustee for services actually rendered or goods supplied to the Charity or a subsidiary (as defined in the Act) of the Charity (save for services rendered in his capacity as a Trustee), PROVIDED THAT -

(i) the number of Trustees so remunerated in any accounting

period shall not exceed a minority of the Board of Trustees,

- (ii) that no resolution to approve such remuneration to a Trustee shall be effective unless it is passed at a meeting of the Board of Trustees,
 - (iii) such Trustee shall not vote on any resolutions relating to his or her engagement by the Charity or a subsidiary (as defined in the Act) of the Charity, and
 - (iv) the remuneration or maximum remuneration payable to the Trustee shall be set out in a written agreement between the Trustee and the Charity
- (c) Reasonable interest on the money lent by any Trustee The highest annual rate of interest that may be charged is two per cent below the base rate of a clearing bank in the United Kingdom selected by the Trustees
 - (d) Reasonable out-of-pocket expenses to any Trustee
 - (e) Reasonable and proper payment to a company of which a member of the Charity or a Trustee holds not more than a hundredth of the capital
 - (f) Reasonable and proper rent of premises demised or let by any Trustee
 - (g) To the extent permitted by law, reasonable and proper premiums in respect of any insurance policy taken out pursuant to 4 1(w) above
 - (h) Any payment to a Trustee under the indemnity provisions in the Articles of Association
 - (i) In exceptional cases other payments or benefits but only with the prior written approval of the Charity Commission

PROVIDED THAT no Trustee shall vote on or be present during the discussion of or voting on any decision to borrow money from or pay rent or make a payment or give any remuneration or a benefit to that Trustee other than the approval of any permitted indemnity insurance or the payment of an indemnity where such payment is to be made to a majority of the Trustees

7. Alterations to these Articles

7 1 No alterations to these Articles may be made which would cause the Charity

to cease to be a charity in law. Other alterations to these Articles may only be made by special resolution. A special resolution may be passed as a written special resolution or passed at a meeting of members of which 14 Clear Days' notice has been given of the intention to pass a special resolution and at which at least 75% of those voting vote in favour of it. Such a resolution may be passed on shorter notice if 90% of members having the right to vote agree to such short notice.

7.2 Alterations may only be made to

- (a) the Objects, or
- (b) to any Article which directs the application of property on dissolution, or
- (c) to any Article which gives Trustees or any members of the Charity any benefit

with the Charity Commission's prior written consent where this is required by law.

7.3 The Charity shall inform the Charity Commission and Companies House of any alterations to these Articles and all future copies of the Articles issued must contain the alterations.

7.4 Alterations may also require the consent of other bodies.

8. Limited Liability

8.1 The liability of the members is limited.

9. Guarantee by Members of the Charity

9.1 Each member of the Charity undertakes that, if the Charity is wound up while he is a member, or within one year after he ceases to be a member, he will contribute a sum not exceeding £1 to the assets of the Charity for -

- (a) payment of the debts and liabilities of the Charity contracted before he ceases to be a member,
- (b) payment of the costs, charges and expenses of winding up, and
- (c) adjustment of the rights of the contributories among themselves

10. Winding-up of the Charity

10.1 If the Charity is wound-up or dissolved, and there remains any property after all debts and liabilities have been met, the property must be given or transferred to some other charitable institution or institutions. This other

institution(s) must have objects which are the same as or similar to those of the Charity

- 10 2 The institution or institutions will be chosen by the Trustees of the Charity at or before the time when the Charity is wound-up or dissolved

11. Model Memorandum or Articles

- 11 1 These Articles exclude any model articles created under the Companies Acts, including under section 19 of the Companies Act 2006

12. The Constitution of the Charity; Rights of Inspection

- 12 1 The Charity is established for the Objects
- 12 2 A copy of the Memorandum and Articles and any Regulations must be available for inspection by the members of the Charity at the Office Any member who requests a copy of the Memorandum and Articles of Association must be sent a copy

13. Members

- 13 1 The number of members of the Charity is unlimited They remain members until they cease to be members in accordance with these Articles
- 13 2 The Charity must keep at the Office a register of members showing their name, postal address and dates of becoming a member and ceasing to be a member
- 13 3 Subject to any restrictions permitted by the Act, the register is available for inspection by the members of the Charity without charge and any other person on payment of a fee prescribed by the Charity, subject to any maximum fee imposed by law Where a non-member seeks to inspect the register, within five working days the Charity must either comply with the request or apply to the Court for permission not to comply with the request

14. Membership

- 14 1 The subscribers to the Memorandum and Articles will be the first members of the Charity (and will also be the first Trustees of the Charity)
- 14 2 All Trustees will automatically become members of the Charity on becoming Trustees, and will automatically cease to be members on ceasing to be Trustees
- 14 3 No person who is not a Trustee may be admitted as a member of the Charity

unless approved by a resolution signed by at least 75% of the Trustees

15. No transfer of Membership

15 1 None of the rights of any member of the Charity may be transferred or transmitted to any other person

16. Ending of Membership

16 1 A member stops being a member of the Charity if

(a) the member resigns from membership by giving notice in Writing to the Charity but no such resignation will be effective if it would reduce the number of members or Trustees below any minimum set by these Articles, or

(b) membership is ended under Article 17

17. Removal from Membership

17 1 The Board may terminate membership of any member who is not a Trustee by giving the member notice in Writing

17 2 No later than 28 days after receiving that notice the member can appeal in Writing to the Charity against the termination. If an appeal is received within the time limit, the termination must be considered by the Board or a committee appointed by the Board. The member has the right to be heard at the meeting or may make written representations. The meeting must either confirm the termination or reinstate the member

18. General Meetings

18 1 The Charity need not but may hold an annual general meeting in addition to any other general meeting in every calendar year. If held, the annual general meeting must be specified as such in the notices calling it

19. Extraordinary General Meetings

19 1 All general meetings except annual general meetings are called extraordinary general meetings

20. Calling of Extraordinary General Meetings

20 1 The Board may call an extraordinary general meeting whenever they wish. Such a meeting must also be called if not less than ten per cent of the members of the Charity request it in Writing, or otherwise in accordance with

the Act

21 Notice of General Meetings

21 1 An annual general meeting or an extraordinary general meeting must be called by giving at least 14 Clear Days' notice in Writing. These notices must specify the place, date, time and the exact details or general nature of any Special Business and, in the case of a special resolution the exact wording of the resolution must be set out in the notice. The notice must also include a statement informing the members of their right to appoint a proxy to exercise their rights to attend, speak and vote at the meeting. Notice of the meeting must be given to everyone entitled by these Articles to receive it and must be given in accordance with these Articles. A meeting may be held on shorter notice if it is agreed by not less than 90 per cent of the members entitled to attend and vote at it.

21 2 At an extraordinary general meeting all business will be treated as Special Business. At an annual general meeting all business will be treated as Special Business except the consideration of accounts and balance sheets, the reports of the Trustees and auditors, the election of Trustees in place of those retiring, the election of Trustees appointed to fill a vacancy since the last Annual General Meeting, the appointment of auditors, and the fixing of the remuneration of the auditors. Where the Charity's auditors are deemed reappointed in accordance with the Act, the Trustees shall fix the auditors' remuneration.

22. Quorum

22 1 Business may be transacted at a general meeting only if a quorum of members is present in person or by proxy when the meeting begins to deal with its business. A quorum is two.

23. Adjournment if no Quorum

23 1 If the meeting is called by the demand of members, it must be dissolved if, within half an hour after the appointed starting time, a quorum is not present. If called in any other way, the meeting may be adjourned to another day, time and place as the Board may decide.

23 2 If at the adjourned meeting a quorum is not present within half an hour after the appointed starting time, the members present will be a quorum.

24. Chair

24 1 The Chair (if any) of the Board should normally preside as Chair at every general meeting of the Charity. If there is no Chair, or if he or she is not

present within 15 minutes after the appointed starting time or is unwilling to take the chair, the Board shall select the Chair of the meeting and in default the members at the meeting shall select a Chair

25. Adjournment of the Meeting

25 1 The Chair may, with the consent of any meeting at which a quorum is present (and must if so directed by the meeting), adjourn the meeting from time to time and from place to place But no business may be transacted at any adjourned meeting except business left unfinished at the meeting from which the adjournment took place

25 2 When a meeting is adjourned for 30 days or more, notice of the adjourned meeting must be given as for the original meeting Apart from that, it is not necessary to give any notice of an adjourned meeting nor of the business to be done at it

26. Voting on Resolutions

26 1 At any general meeting a resolution put to the vote of the meeting is decided by a show of hands by members unless a poll is demanded (before or after the result of the show of hands is declared) A poll may be demanded by the Chair or a member who is present save that no poll may be demanded on the election of a chairman of a meeting or on any question of adjournment Members may vote by proxy

26 2 Members may appoint a proxy who need not be a member of the Charity The proxy may be appointed by the member to exercise all or any of the member's rights to attend, speak vote and demand a poll at a meeting of the Charity

27. Proxies

27 1 A person holding a proxy may vote on any resolution

27 2 An instrument appointing a proxy shall be in Writing executed by or on behalf of the appointer and shall be in the form set out below or in any usual or common form or in such other form as the Trustees may approve If the appointer does not direct the proxy how to vote on a particular resolution, the proxy may vote as he or she thinks fit The instrument of proxy shall, unless the contrary is stated in such instrument of proxy, be valid for any adjournment of the meeting as well as for the meeting to which it relates The instrument appointing a proxy and any authority under which it is executed shall be deposited at the Office or such other place or person as the notice for the meeting shall specify at least 48 hours prior to the general meeting or adjourned meeting (excluding any day that is not a working day)

27 3 A vote given or poll demanded by proxy or by the duly authorised representative of a body corporate shall be valid notwithstanding the previous termination of the authority of the person voting or demanding a poll unless notice of the termination was received by the Charity at the office or at such other place at which the instrument of proxy was duly deposited at least 48 hours before the commencement of the meeting or adjourned meeting (excluding any day that is not a working day)

27 4 A proxy in the following form will be acceptable

"I
of
a member of 38 Degrees Trust hereby appoint the Chair of the Charity or if he is not present the chairman of the Annual/Extraordinary General Meeting*

as my proxy to vote for me on my behalf at the Annual/Extraordinary General Meeting of the Charity to be held on the day of and any adjournment thereof

Signed on the day of "

****If you do not wish to appoint the Chair or the chairman of the meeting, please delete the reference to the Chair/chairman of the meeting and insert the name and address of your appointee in the space that follows.***

The instrument appointing a proxy shall be deemed to confer authority to demand or join in demanding a poll and may contain directions as to how the proxy is to vote on any resolution

28. Declaration of Chair is Final

28 1 Unless a poll is demanded, the Chair's declaration that a resolution has been carried by a particular majority or lost on a show of hands and an entry saying so in the minute book is conclusive evidence of the result The number or proportion of the votes need not be entered in the minute book

28 2 The demand for a poll may be withdrawn

29. When a poll is taken

29 1 A poll must be taken immediately, if it is correctly demanded to elect a Chair

or to decide upon an adjournment Polls about other things will be taken whenever the Chair says so Business which is not the subject of a poll may be dealt with before or during the poll

- 29 2 The Chair will decide how a poll will be taken The result of a poll will be treated as a resolution of the meeting

30. Voting and Speaking

- 30 1 Every member including the Chair (if he is a member) has one vote at general meetings The Chair does not have a casting vote at general meetings
- 30 2 The auditor or reporting accountant has the right to attend and speak at general meetings
- 30 3 A Trustee shall have the same rights as members to attend and speak at general meetings but shall not be entitled to vote at general meetings, unless the Trustee is also a member

31. Written Agreement to Resolution

- 31 1 Except in the case of a resolution to remove a Trustee or the auditors before the expiry of their term, members may pass a valid resolution without a meeting being held But for the resolution to be valid
- (a) it must be in Writing,
 - (b) in the case of a special resolution it must be Signed by at least 75% of all those members (or their duly authorised representatives) entitled to receive notice of and to attend general meetings,
 - (c) in the case of an ordinary resolution it must be Signed by a majority of all those members (or their duly authorised representatives) entitled to receive notice of and to attend general meetings,
 - (d) it may consist of two or more documents in identical form Signed by members,
 - (e) the passing of the resolution must comply with any other requirements of the law from time to time

32. Management by the Board

- 32 1 The business of the Charity is managed by the Board They may pay all the expenses of promoting and registering the Charity They may use all powers of the Charity which are not, by the Act or by these Articles, required to be used by a general meeting of the Charity

33. Payment of Subscriptions

- 33 1 All members must pay the subscriptions (if any) that the Board decides from time to time. The Board may fix differing rates for subscriptions for different members or categories of members

34. Indemnity of Trustees

- 34 1 To the extent permitted by law from time to time, but without prejudice to any indemnity to which a Trustee or other officer may otherwise be entitled the Charity may indemnify every Trustee or other officer out of the assets of the Charity against all costs and liabilities incurred by him which relate to anything done or omitted or alleged to have been done or omitted by him as a Trustee or other officer save that no Trustee may be entitled to be indemnified

- (a) for any liability incurred by him to the Charity or any associated company of the Charity (as defined by the Act for these purposes),
- (b) for any fine imposed in criminal proceedings,
- (c) for any sum payable to a regulatory authority by way of a penalty in respect of non-compliance with any requirement of a regulatory nature howsoever arising,
- (d) for any liability which he has incurred in defending any criminal proceedings in which he is convicted and such conviction has become final,
- (e) for any liability which he has incurred in defending any civil proceedings brought by the Charity or an associated company in which a final judgment has been given against him, and
- (f) for any liability which he has incurred in connection with any application under the Act in which the court refuses to grant him relief and such refusal has become final

- 34 2 To the extent permitted by law from time to time, the Charity may provide funds to every Trustee or other officer to meet expenditure incurred or to be incurred by him in any proceedings (whether civil or criminal) brought by any party which relate to anything done or omitted or alleged to have been done or omitted by him as a Trustee or officer, provided that he will be obliged to repay such amounts no later than

- (a) if he is convicted in proceedings, the date when the conviction becomes final,

- (b) if judgment being given against him in proceedings, the date when the judgment becomes final, or
- (c) if the court refuses to grant him relief on any application under the Act, the date when refusal becomes final

35. Payment of reasonable expenses to Trustees

- 35 1 The Trustees may be paid reasonable out-of-pocket expenses that they have properly incurred in connection with the business of the Charity but shall not be paid any other remuneration except as permitted in the Memorandum of Association or by law

36. The Keeping of Minutes

- 36 1 The Board must have minutes entered in the minute books -
- (a) of all appointments of officers by the Board,
 - (b) of the names of the Trustees present at each of its meetings and of any committee of the Board,
 - (c) of all resolutions and proceedings at all meetings of
 - (i) The Charity,
 - (ii) The Board, and
 - (iii) Committees of the Board

37. Composition of the Board

- 37 1 The first Board consists of those people named in Statement of First Directors filed under Section 10 of the Act and sent to the Registrar of Companies when the Charity is formed or appointed by them. They hold office until the first annual general meeting at which they may be elected. After that, the Board consists of not fewer than three and no more than ten persons
- 37 2 Where there are no more candidates than vacant posts the candidates shall be declared elected at the annual general meeting without the necessity of a ballot

38. Retirement of members of the Board

- 38 1 At the third annual general meeting after his last election or appointment a Trustee shall retire. He shall be eligible for re-election

- 38 2 Where the Charity does not hold an annual general meeting in any year and a Trustee would have been due to retire in that year, the Trustee shall retire at the end of the first Board meeting in the following year and election shall be by Board resolution

39. Change in composition of the Board

- 39 1 The composition and number of the Board may be varied by amendment to these Articles but at no time may the number of the Board be reduced to below three

40. Notification of change of members of the Board to the Registrar of Companies

- 40 1 All appointments, retirements or removals of Trustees and the Company Secretary (if appointed) must be notified to the Registrar of Companies

41. Filling vacancies in the Board

- 41 1 The Board can appoint anyone as a Trustee to fill a vacancy in the membership of the Board. They will hold office until the next annual general meeting where they may be elected by the members, or where no annual general meeting is held, they will hold office until the end of the first Board meeting in the calendar year after their appointment, where they may be elected by the Trustees

42. Ending of Board Membership

- 42 1 A Trustee ceases to hold office if he or she -
- (a) becomes bankrupt or makes any arrangement or composition with his or her creditors generally, or
 - (b) becomes barred from membership of the Board because of any order made under the Act or the Charities Act 1993, or
 - (c) is considered by the Board to have become incapable whether mentally or physically of managing his or her own affairs and a majority of the other Trustees resolve that he must cease to hold office, or
 - (d) resigns the office by notice in writing to the Charity but only if at least three Trustees will remain in office when the resignation takes effect, or

- (e) is absent from three consecutive meetings of the Trustees and is asked by a majority of the other Trustees to resign, or
- (f) breaches his duties under the Act and in particular the duties for the proper management of conflicts of interest and the Board resolves by a resolution by 75 per cent of the other Trustees present and voting at a meeting and that prior to such a meeting the Trustee in question has been given written notice of the intention to propose such a resolution at the meeting, or
- (g) is removed from office under Article 43,
- (h) ceases to be a member of the Charity, or
- (i) is removed from office by a resolution of at least 75% of the other Trustees present and voting at a Board meeting at which at least half of the serving Trustees are present provided that prior to such a meeting the Trustee in question has been given written notice of the intention to propose such a resolution at the meeting

43. Removal of a Trustee by a General Meeting

- 43 1 A general meeting of members of the Charity may remove any Trustee before the end of his or her period of office whatever the rest of these Articles or any agreement between the Charity and the Trustee may say
- 43 2 Removal can take place only by the members of Charity passing an ordinary resolution saying so 10% of the member(s) of the Charity may give a notice to the Charity of the intention to remove a Trustee and/or appoint a replacement At least 28 Clear Days' notice before the meeting in question must be given to the Charity Once the Charity receives such notice it must immediately send a copy to the Trustee concerned He or she has a right to be heard at the general meeting He or she also has the right to make a written statement of reasonable length If the statement is received in time it must be circulated with the notice of the meeting If it is not sent out, the Trustee may require it to be read to the meeting The right to remove a Trustee given under the Article is in addition to, and separate from, rights given under the Act

44. Meetings of the Board

- 44 1 The Board may meet, adjourn and run its meetings as it wishes, subject to the rest of these Articles
- 44 2 Questions arising at any meeting must be decided by a majority of votes Every Trustee has one vote including the Chair If the votes are equal, the

Chair has a second or casting vote

44 3 The Charity, if requested by the Chair or a Trustee, must summon a meeting of the Board

44 4 Meetings may be held in person, by telephone, or by suitable electronic means agreed by the Board in which all participants may communicate with all other participants

45. Conflicts of Interest

45 1 Where the duty of a Trustee under section 175(1) of Companies Act 2006 to avoid conflict of interest would otherwise be infringed in relation to a particular situation, transaction or arrangement, the duty is not infringed if

- (a) the matter in relation to which that duty exists has been proposed to the Trustees at a meeting of the Trustees and has been authorised by them,
- (b) any requirement as to the quorum of such meeting is met without counting the Trustee in question, or any other interested Trustee, and
- (c) the matter was agreed to without any such Trustee voting, or would have been agreed to if the vote of any such Trustee had not been counted

45 2 The Trustees shall also observe the other duties and rules in the Act, and such other rules as the Board adopts, as to the management of conflicts of duty or interest and to the extent required by law every Trustee shall fully disclose to the Board the circumstances giving rise to any conflict or potential conflict that he has

46. Officers of the Board

46 1 The Board may elect or remove the Chair or any other officers that it wishes
Officers shall be appointed from among the Trustees

47. Quorum for the Board

47 1 The quorum necessary for business to be done at a Board meeting is a third of the Trustees subject to a minimum of two and where one third does not produce a whole number the quorum shall be the next higher whole number
A Trustee shall not be counted in the quorum at a meeting in relation to a resolution on which he is not entitled to vote

48. Vacancies on the Board

- 48 1 The Board may act despite any vacancy on the Board, but if the number of Trustees falls below the quorum, it may act only to summon a general meeting of the Charity or to appoint further trustees

49. A Resolution may be Approved by Signature Without a Meeting

- 49 1 A resolution in Writing Signed by all of the Trustees or any committee is as valid as if it had been passed at a properly held meeting of the Board or committee The resolution may consist of several documents in the same form Signed by one or more members of the Board or committee

50. Validity of Acts Done at Meetings

- 50 1 If it is discovered that there was some defect in the procedure at a meeting or the appointment of a Trustee or that he or she was disqualified, anything done before the discovery at any meeting of the Board is as valid as if there were no defect or disqualification

51. Delegation by the Board

- 51 1 The Board may delegate the administration of any of its powers to individual Trustees or committees of Trustees and any such committee or Trustee must conform to any rules that the Board imposes on it
- 51 2 The Board may co-opt any person or people who are not Trustees to serve on the committee
- 51 3 All acts and proceedings of the committee or Trustees must be reported to the Board as soon as possible

52. Chair of Committees

- 52 1 A committee may elect a chair of its meetings if the Board does not nominate one
- 52 2 If at any meeting the committee's chair is not present within 10 minutes after the appointed starting time, the members present may choose one of their number to be chair of the meeting

53. Meetings of Committees

- 53 1 A committee may meet and adjourn whenever it chooses
- 53 2 Questions at the meeting must be decided by a majority of votes of the

members present

53 3 A committee must have minutes entered in minute books

54. Appointment and Removal of the Company Secretary

54 1 The Board may but, subject to the Act, need not appoint a Company Secretary and may decide his or her period of office, pay (if not a Trustee) and any conditions of service, and may remove them from office

55. Actions of Trustees and Company Secretary

55 1 The Act says that some actions must or may be taken both by a Trustee and by the Company Secretary. If one person is both a Trustee and Company Secretary, that one person may not act in the capacity of both Trustee and Company Secretary for any business that requires the action of both a Trustee and the Company Secretary

56. The Seal

56 1 If the Charity decides to use a company seal the Board must provide safe custody of the Seal

56 2 The Seal may only be used as the authority of the Board or of a committee authorised by the Board to use it

56 3 Everything to which the Seal is affixed must be signed by two persons authorised by the Board. Where the Board has not authorised any such persons it must be -

(a) signed by a member of the Board, and

(b) countersigned by the Company Secretary or by a second Trustee

57. Proper Accounts must be Kept

57 1 Accounts shall be prepared in accordance with the Act and the Charities Act

58. Books must be Kept at the Office

58 1 The books of account must be kept at the Office or at other places decided by the Board. The books of account must always be open to inspection by Trustees

59. Inspection of Books

- 59 1 The Trustees must decide whether, how far, when, where and under what rules the books of account may be inspected by members who are not Trustees. A member who is not a Trustee may only inspect a book of account or document of the Charity if the right is given by law or authorised by the Trustees or a general meeting

60. Accounts and Returns

- 60 1 The Board must, for each financial year, send a copy of its annual accounts and reports (or summary financial statements where appropriate) to every person who is entitled to receive notice of general meetings
- 60 2 Copies need not be sent to a person for whom the Charity does not have a current address (as defined in Companies Act 2006)
- 60 3 The deadline for sending out the accounts and reports (or summary financial statements) is as follows
- (a) The deadline for filing the Charity's accounts and reports with Companies House, as prescribed by the Companies Act 2006, or
 - (b) If earlier, the date on which the Charity actually files the accounts and reports (or summary financial statements) with Companies House
- 60 4 To the extent required by law, the Board must file the accounts and reports (or summary financial statements) with Companies House and with the Charity Commission within any deadlines specified by law or by the Charity Commission
- 60 5 The Board must file with Companies House and the Charity Commission all annual returns and other documents that are required to be filed, within any deadlines specified by law or by the Charity Commission

61. Appointment of Reporting Accountants or Auditors

- 61 1 The Charity must appoint properly qualified reporting accountants or properly qualified auditors if the level of the Charity's income or assets from time to time makes this a legal requirement

62. Service of Notices

- 62 1 The Charity may give notice to any member either
- (a) personally, or

- (b) by delivering it or sending it by ordinary post to the member's registered address, or
- (c) if the member has provided the Charity with a fax number, by sending it by fax to that member. This is subject to the member having consented to receipt of notice in this way, where this is a legal requirement, or
- (d) if the member has provided the Charity with an e-mail address, by sending it by e-mail to that address. This is subject to the member having consented to receipt of notice in this way, where this is a legal requirement, or
- (e) in accordance with the provisions for notice on a website set out below

If the member lacks a registered address within the United Kingdom, notice may be sent to any address within the United Kingdom which he or she has given the Charity for that purpose or in accordance with (i), (iii), (iv) or (v) above but otherwise no member not within the United Kingdom shall be entitled to receive any notice from the Charity

- 62 2 If a notice is sent by post, it will be treated as having been served by properly addressing, pre-paying and posting a sealed envelope containing the notice. If sent by fax or email it will be treated as properly sent if the Charity receives no indication that it has not been received
- 62 3 If sent by post in accordance with this Article, the notice will be treated as having been received 48 hours after the envelope containing it was posted if posted by first class post and 72 hours after posting if posted by second class post. If sent by fax or email, the notice will be treated as having been received 24 hours after having been properly sent
- 62 4 The Charity may assume that any fax number or e-mail address given to it by a member remains valid unless the member informs the Charity that it is not
- 62 5 Where a member has informed the Charity in Writing of his consent, or has given deemed consent in accordance with the Act, to receiving notices from the Charity by means of a website, notice will be validly given if the Charity sends that member a notification informing him that the documents forming part of the notice may be viewed on a specified website. The notification must provide the website address, and the place on the website where the notice may be accessed and an explanation of how it may be accessed. If the notice relates to a general meeting the notification must state that it concerns a notice of a general meeting and give the place, date and time of

the meeting The notice must be available on the website throughout the notice period until the end of the meeting in question

62 6 Any references in these Articles to the giving of written notice will be interpreted in accordance with this article

63. Accidental Omission of Notice

63 1 Sometimes a person entitled to receive a notice of a meeting does not receive it because of accidental omission or some other similar reason This does not invalidate the proceedings of that meeting

64. Who is Entitled to Notice of General Meetings

64 1 Notice of every general meeting must be given to -

- (a) every member (except those members who lack a registered address within the United Kingdom and have not given the Charity an address for notices within the United Kingdom and have not consented to receiving notice by email or fax),
- (b) the reporting accountants or auditor of the Charity, and
- (c) all Trustees

64 2 No one else is entitled to receive notice of general meetings

65. Regulations

65 1 The Board may make such regulations, by-laws or standing orders as it sees fit These must not be inconsistent with the Articles or such that they would otherwise need to be made by a special resolution No regulation may be made which invalidates any prior act of the Board which would otherwise have been valid

66. Dissolution of the Charity

66 1 A general meeting may decide at any time to dissolve the Charity

66 2 Any surplus must be used in accordance with the provisions of the Memorandum of Association