

# **BROSELEY WOOD CHARITY**

CHARITY NUMBER 512467  
**THE GOVERNING DOCUMENT**

## **1. Administration of the Charity**

(a) The property thereof specified in the schedule hereto and all other property (if any) of the Charities shall be administered and managed subject to and in conformity with the provisions of this Governing Document.

(b) The Charities known as *The Town Hall and Barrow and Broseley Relief In Need* shall be incorporated within the *Charity Broseley Wood Charity* and be known by that name.

## **2. Investment of Cash**

Sums of money at any time belonging to the Charity and not needed for immediate working purposes shall be invested in the name of the official custodian for the Charities Commissioners unless otherwise directed.

## **3. Trustees**

The Body of the Trustees shall consist when complete of seven competent persons. Trustees shall be persons who through residence, occupation, employment or otherwise have special knowledge of the area of Broseley, Benthall, Barrow or Jackfield. In order to ensure a degree of continuity within the Charity, appointments as trustees will be for a tenure of 5 years. Trustees may be appointed for successive terms.

No person shall be entitled to act as a Trustee whether on the first or any subsequent entry into Office until after the signing the Trustee Declaration as required by the Charity Commission. This being a declaration of acceptance and of willingness to act as a Trustee of the Charity.

## **4. Determination of Trusteeship**

Any Trustee who is absent from all meetings of the Trustees during a period of one year and any Trustee who is adjudged bankrupt or makes a composition or arrangement with his or her creditors or is incapacitated from acting or who communicates to the Trustees a wish to resign shall cease thereon to be a Trustee.

## **5. Vacancies**

Upon the occurrence of a vacancy the Trustees shall cause a note to be entered in the minutes at the next meeting and a notice to be displayed in a public place declaring the existence of a vacancy. Any competent person may be appointed.

## **6. Ordinary Meetings**

Trustees shall hold at least two ordinary meetings each year.

## **7. First Meeting**

The first meeting shall be called by the Secretary or if that officer fails to do so within three months after the date of this document, then a meeting may be called by any two Trustees.

## **8. Chairperson**

The Trustees at their first ordinary meeting shall elect one of their members to be a Chairperson and a Vice-chairperson. The Chairperson and the Vice-chairperson shall

be eligible for re-election. If the Chairperson is not present within ten minutes of the commencement time, then the Vice-chairperson shall chair the meeting. A Trustee will be chosen by the Trustees to act as Vice Chairperson.

#### **9. Special/Extraordinary Meeting**

A special/extraordinary meeting may be summoned at any time by the Chairperson or any two Trustees giving at least four days' notice of the meeting. Such meetings may be preceded by an Ordinary Meeting.

#### **10. Quorum**

There shall be a quorum formed if more than half of the extant trustees, and a minimum of three, are present at the meeting.

#### **11. Voting**

Every matter shall be determined by the majority of votes of the Trustees present voting on the issue. In the case of an equality of votes, then the Chairperson shall have a casting vote.

#### **12. Minutes and Accounts**

A record of all meetings shall be kept along with a statement of accounts; these will be audited annually by an appointed Trustee. Statements of Accounts in relation to the Charity shall be prepared and transmitted to the Charity Commissioners in accordance with the Charities Act of 2011, except if and so far as the Charity is exempted by order or regulation.

#### **13. General Power to Make Regulations**

Within the limits prescribed by this Governing Document the Trustees shall have full powers from time to time to make regulations for the Management of the Charity, for the conduct of business including the summoning of meetings, the appointment of officers, the correct custody of all documents, the deposit of monies at a proper bank, the correct control at all time of the disposal of income in response to valid requests for financial support as set out in the section relating to Application of Income.

#### **14. Expenses of Management**

The Trustees shall first Defray out of the income of the charity all the proper costs, charges and expenses of and incidental to the Administration and management of the Charity.

#### **15. Application of Income**

Subject to the payment of the expenses aforesaid, the Trustees shall apply the income of the Charity in one or more of the following ways:

- i. In furthering specific nominated religious and charitable work of all religious and charitable assemblies in the areas of Broseley, Benthall, Barrow, Willey and Jackfield.
- ii. for any specific nominated charitable purpose for the general benefit of the inhabitants of the afore-mentioned areas in sub para (i) above.
- iii. for the advancement by promoting in such manner as they think fit, the education (including social and physical training) of persons under the age of 25 years who are or has a parent or parents resident in the sub para i) or ii) above, who are in need of financial assistance.

## **General Provisions**

### **16. Appropriation of Benefits**

The appropriation of the benefits of the Charity shall be made by the Trustees at a meeting of their body and not separately by any individual Trustee or Trustees.

### **17. Trustees not to be Personally Interested**

No trustee shall receive remuneration, or to be interested in the supply of work or goods, at the cost of the Charity.

### **18. Charity not to be Relieve Public Funds**

The Trustees shall not apply income of the Charity directly in relief of rates, taxes or other public funds but may apply income in supplementing relief or assistance provided out of public funds.

### **19. Questions under the Document**

Any question as to the construction of this Governing Document or as to the regularity or the validity of any acts done or about to be done under this Governing Document shall be determined by the Commissioners under such application made to them for the purpose as they think sufficient.

## **SCHEDULE**

The following investments standing in the name of the Official Custodian for Charities, being permanent endowment:

3750.164 units in the BlackRock Charities UK Bond Fund

2503 units in the M&G Equities Investment Fund for Charities (Charifund)

Originally Drafted on the 31.1.80 by PG Latest revision 26.4.21 by PK