

Constitution

- 1 The name of the Association is "**Talking Friends**" hereinafter referred to as the Association.

- 2 The object of the Association is to relieve the blind, or the partially sighted, or those labouring under some temporary or permanent incapacity or disability which makes reading a strain, by the provision of equipment, materials and facilities all of whatsoever nature or description to provide for audible reproduction of printed or spoken material and music or tactile reading matter. In furtherance of this object but not further or otherwise, the Association through its Committee shall have the following powers:-
 - (a) To take and accept any gifts of property, whether subject to any special trust or not.

 - (b) To raise funds and to invite and receive contributions from any person or persons whatsoever by way of subscription, donation or otherwise; provided that the Committee shall not undertake any permanent trading activities in raising funds for the said object.

 - (c) To seek authorisation from the Post Office to use the free postage facility for the distribution of tapes or other approved recorded material or tactile reading matter to those people to whom the Regulations currently apply.

 - (d) To distribute the tapes or other approved recorded material or tactile reading matter by means other than the use of the free postage facility mentioned in 2c (above) to people other than those covered by the Post Office Regulations

relating to this facility.

- (e) To do all such other things as shall further the object of the Association.

3 The following classes of persons shall be eligible for membership of the Association:-

- (a) Those blind, partially sighted or disabled people provided with equipment, materials and/or facilities by the Association; and
- (b) Those actively involved in the running of the Association; and
- (c) Those who make a regular contribution by way of subscription, donation or otherwise.

All applications for membership shall be considered by the Committee or a Sub-Committee thereof.

4 (a) There shall be not less than 3 Trustees of the Association

- (b) Trustees shall be appointed by Dorking and Horsham Monthly Meeting of the Religious Society of Friends (Quakers), (or by any body to which its functions are transferred in whole or part from time to time), from amongst persons who are and remain Members of the Religious Society of Friends (Quakers).
- (c) A Trustee shall automatically resign on ceasing to be a member of the Religious Society of Friends (Quakers)

- (d) Persons appointed as Trustees may retire at any time of their own volition or at the request of the Appointing Body for the time being.
- 5
- (a) The management of the affairs of the Association shall be in the hands of a committee which shall consist of:
 - (i) A maximum of 10 elected members, at least one of whom shall be a blind, partially sighted or disabled recipient of the Association's recorded material or tactile reading matter. Three of these members shall be Officers holding the posts of Chairman, Secretary and Treasurer.
 - (ii) A maximum of three co-opted members (with full voting rights).
 - (iii) The Trustees as ex-officio members.
 - (b) The ordinary members of the Committee shall be elected at the Annual General Meeting of the Association for a period of one year and shall be eligible for re-election. The Officers of the Association shall be appointed by the Committee from amongst themselves at the next meeting following the Annual General Meeting of the Association, for a period of three years. Any vacancy of such office shall be filled by resolution of the Committee.
- 6
- The Annual General Meeting of the Association shall be held in the month of April or of May each year and every member shall receive not less than fourteen days' notice of such meeting. Extraordinary meetings may be convened by the Secretary upon a request by the Committee or three members of the

Committee or three members of the Association upon a similar notice, which shall state the business to be considered at the meeting. The Quorum at an Annual General Meeting shall be 10 or 1/10th of the membership whichever is the greater.

7 At the Annual General Meeting or at an Extraordinary meeting each member including the Chairman shall have one vote and in the case of equality of votes the Chairman shall have a second or casting vote.

8 The Committee of the Association shall meet once every three months and additionally as required. Each member of the Committee shall have one vote and in the case of equality of votes the Chairman shall have a second or casting vote. The quorum at a committee meeting shall be 5 or one-third of the membership whichever is the greater.

9 All sums collected shall be passed to the Treasurer or Secretary who shall pay them into the Association's bank account.

Cheques shall be signed by any two from among the following: Chairman, Secretary, Treasurer, and one other Committee member appointed by resolution of the Committee.

10 The Trustees shall invest in their names any monies not required for the immediate purposes of the Association in securities in which Trust Monies may by law be invested with power from time to time to transpose such investments.

- 11 Any property purchased by the Association shall be vested in the Trustees.
- 12 The Trustees shall with such consent as is by law required deal with the property so vested in them by way of sale mortgage lease or otherwise howsoever as directed by the Association. Such direction shall be given by a resolution of the members of the Association passed by a majority of the members present at a duly convened meeting of the Association and when so passed shall in favour of a subsequent purchaser mortgagee chargee or grantee be binding upon all members of the Association. A certificate purporting to be signed by the Secretary for the time being of the Association shall in favour of a purchaser mortgagee chargee lessee or grantee be conclusive evidence that such a direction was duly given.
- 13 In the event of the dissolution of the Association any assets remaining after the satisfaction of all debts and liabilities shall not be paid or distributed among the members of the Association but shall be given or transferred to a charitable organisation or organisations having objects similar to the Association.
- 14 The constitution may be amended by a three-fourths majority of the members present at the Annual General or Extraordinary Meeting provided that 14 days' notice of the proposed amendment has been sent to all members, and provided that no alteration is made the effect of which would cause the Association at any time to cease to be a charity in law and no alteration to clause 2, 13, or this clause is made without the prior approval of the Charity Commissioners.

(Revised constitution adopted at the Annual General Meeting held at Reigate Friends Meeting House on 4th May 1991 and amended 9th May 1993)