

Friends of Lancaster Royal Grammar School

Constitution

1. Title.

The Association shall be called The Friends of Lancaster Royal Grammar School.
The Association shall adopt the working name of The Friends of LRGS.

2. Aims and Objectives.

The Aims and Objectives of the Association are to advance the education the pupils of the School by providing and assisting in the provision of facilities for education at the School and as an ancillary thereto and in furtherance of this object the Association shall;

(a) Foster more extended relationships between the Staff, Parents and others associated with the School.

(b) Engage in activities which support the School and advance the education of the pupils attending it.

It is understood that the discipline and running of the School are the prerogative of the Governors, Headmaster and Staff.

3. Membership.

Membership shall be open to Parents and Guardians of present and former pupils and other friends of the School.

4. Management.

(a) The business of the Association shall be managed by a Committee consisting of the Headmaster, who shall be President and Chairman of the Association, or his deputy, a Secretary, Treasurer, ten members elected from the Membership of the Association and two representatives of the Staff, chosen by them.

(b) The Secretary and the Treasurer shall be elected annually at AGM-and shall be eligible for re-election annually.

(c) The other elected members shall be elected annually at the AGM and shall be eligible for re-election annually. They shall be chosen as far as possible as follows:-

Two members who are parents of boys in years 1-3 inclusive,

Two members who are parents of boys in years 4-5 inclusive,

Two members who are parents of boys in the Sixth Forms,

Two members who are parents of boarders,

Two members who are chosen without restriction.

(d) Eight members of the Committee shall form a quorum.

(e) The Chairman shall have a casting vote.

(f) The Committee shall have power to co-opt members to fill vacancies which may occur in the interval between the AGMs, to appoint sub-committees from its members, to co-opt any persons to serve on these sub-committees and shall prescribe their functions.

(g) The Committee shall meet at least once per term and at such other times as the Chairman and Secretary consider necessary.

(h) The Secretary shall keep full written records of all full committee meetings and decisions.

5. Finance.

(a) The Association's financial year shall be from 1st August to 31st July.

(b) The Treasurer shall receive all monies.

(c) Accounts, prepared in accordance with the latest Charity Commission guidelines, shall be presented annually at the AGM.

(d) Any two out of three may sign cheques on behalf of the Association.

Those three being Chairman, Treasurer and Secretary.

(e) The Headmaster shall be consulted before any expenditure is undertaken for the School's benefit.

6. Insurance.

The Association shall ensure that there is appropriate insurance cover for all its meetings and activities.

7. Annual General Meeting.

(a) The AGM shall be held in the Michaelmas Term

(b) The Secretary shall circularise members, giving 21 clear days' notice of the meeting and enclosing a provisional Agenda and the names of those proposed and seconded for election to the positions of Secretary & Treasurer. Further matters for the Agenda, and the names of further members proposed for the Committee shall be submitted to the Secretary in writing, with the names of Proposer and Seconder, at least seven days before the meeting.

(c) The quorum for the AGM shall be 20 members of the Association.

8. Extraordinary General Meeting.

An Extraordinary General Meeting may be called at any time on receipt of a notice signed by not less than 20 members, giving full reasons for calling such a meeting. Not less than 21 clear days' notice must be given to members. Discussion at the EGM shall be limited to the proposal or purpose specified in the notice. The quorum for the EGM shall be 20 members of the Association.

9. Alterations to Constitution.

The Constitution may only be altered at the Annual General Meeting or an Extraordinary General Meeting called for this purpose. Written notice of the alteration must be in the hands of the Secretary at least 30 days before the said meeting and notice of the proposed amendments sent to the members prior to the meeting. Such alteration to the Constitution shall not be effective unless at least two-thirds of the members present vote in favour of its adoption. No alteration or amendment shall be made to the objects clause or dissolution clause which would cause the Association to cease to be a charity at law.

10. Dissolution.

In the event of dissolution of the Association, the books, minutes and accounts shall be handed over to the Headmaster of the School. Any assets remaining on dissolution of the Association after satisfying any outstanding debts and liabilities shall not be distributed amongst the members of the Association, but will be given to the School for the benefit of the children of the School in any manner which is exclusively charitable at law.

11. Interpretation.

In the event of any dispute or difference of opinion concerning the meaning or implementation of the Constitution and Rules of the Association the Committee shall have the sole power to determine same and its decision shall be binding on all members.

The Committee shall also have power to deal with any matters arising which may not be provided for in the Constitution and Rules.