



# THE FRIENDS OF STOW MINSTER

Constitution of the Friends of Stow Minster organisation and its Committee set up under Article 7 of the Stow Church Restoration Trust Governing Document (Registered Charity No 700744)

1) **NAME:** *The Friends of Stow Minster*

2) **GENERAL OBJECTS:** *The Friends of Stow Minster* is an organisation for promoting the interests of Stow Minster. It does this through a network of people willing to contribute their time, knowledge, skills and financial support to the maintenance of the building, understanding of its history and developing its role in the community.

3) **SPECIFIC OBJECTS:** in furtherance of Article 2 of the Governing Document the specific objects of the organisation are:

- To promote research into the history of the building and its ecclesiastical and social context and to publish as appropriate,
- To promote to the widest possible audience and to celebrate Stow Minster as a building of architectural merit, respectful of it being a place of worship,
- To promote and support Stow Minster as an education resource for schools, colleges and life long learning,
- To promote a programme of educational, cultural and social events that are appropriate,
- To actively seek to raise funds for the repair and maintenance of Stow Minster, its churchyard, furnishings and equipment,
- To work with the Trustees and with the Parochial Church Council and other bodies, in furtherance of the Object of the Trust contained in Article 2 of the Governing Document of Stow Restoration Trust, and
- To keep the membership informed by way of an annual report & occasional newsletters or bulletins.

4) **MEMBERSHIP:** is open to all who are willing to contribute to the objects in Sections 2 and 3 above.

5) **PRESIDENT:** The Rt Rev John Saxbee, Bishop of Lincoln is the President.

6) **VICE-PRESIDENTS:** individuals are invited to become Vice-Presidents by the committee following consultation with the President. The role of the vice-presidents is to provide advice to *The Friends of Stow Minster* when needed and to be ambassadors for the work of the organisation in the areas of the church, education, business, politics and elsewhere.

7) **SPONSORS:** individuals and businesses are invited to become sponsors of *The Friends of Stow Minster* and are acknowledged as sponsors in appropriate ways as decided from time-to-time by the committee in consultation with the Parochial Church Council.

8) **MEMBERS & SUBSCRIPTIONS:** subscription rates are recommended to the Annual General Meeting (AGM) by the committee. They are set with the approval of the Trustees of Stow Church Restoration Trust and are due for payment on the first day of January each year. There are four types of membership,

- Ordinary Members who pay a subscription determined at an AGM,
- Corporate Members who pay a subscription determined at an AGM,
- Life Members who pay a single subscription determined at an AGM
- Family Members who pay a subscription determined at an AGM, and
- Honorary Members elected at the discretion of the Committee.

Subscription rates shall be published as Appendix 1 to this constitution annually, circulated to members and also be available in Stow Minster.

No member shall receive payment, directly or indirectly, for services to the Friends of Stow Minster for anything other than legitimate expenses incurred.

No member shall be held personally liable for debts incurred or damaged caused as a result of activities undertaken for and on behalf of the Friends of Stow Minster unless it can be shown that the member has been wilfully negligent or is in breach of trust or has behaved fraudulently.

9) **VOTING AT MEETINGS:** votes will be decided by a simple majority,

- Each member over 18 shall have one vote, and

- In the event of a vote being taken resulting in a tie the Chairman of that meeting shall have a casting vote.

10) **THE COMMITTEE:** is established according to Article 7 of the Governing Document of Stow Church Restoration Trust. The Trustees of the Trust are, ex-officio, members of the committee; the committee may have five additional members elected at an annual general meeting and up to two further members who may be co-opted by the committee if necessary.

A temporary committee, tasked with the preparatory work associated with establishing and launching *The Friends of Stow Minster* organisation and providing initial continuity, will hold office for three years from 2007 until 2010. At the AGM in 2010 and at every subsequent AGM all committee members who are not Trustees of Stow Church Restoration Trust must resign and an election must be held. Members who wish may stand for re-election.

11) **OFFICERS:** the committee has:

- A CHAIRMAN                      elected at an AGM
- A VICE-CHAIRMAN              elected at an AGM
- A TREASURER                    Treasurer of Stow Church Restoration Trust
- SECRETARY                        Secretary of Stow Church Restoration Trust
- The Committee has the power to fill vacancies by co-option limited to two co-options,
- A quorum consists of 6 members, and
- Ex officio representation, additional to the Trustees of the Stow Church Restoration Fund shall be appointed at the discretion of the Trustees and the committee.

12) **MEETINGS:** All members who are not in arrears with their subscriptions are entitled to attend Annual or Special General Meetings:

- An AGM shall be convened between Lady Day, March 25 & July 25 of each calendar year, by the Honorary Secretary giving at least 14 days notice in writing,
- The AGM shall receive the report of the committee, appoint the officers of the committee, review membership subscription rates and discharge other necessary business,
- A special general meeting may be called at any time by the committee or by the written request of 10 members, by the Honorary Secretary giving at least 14 days notice and such notice shall set out the particular business to be transacted at such a meeting,

- The committee meets as frequently as necessary for the efficient conduct of its business and at least 4 times each year. Meetings are convened by the Hon Secretary giving reasonable notice, and
- Minutes are kept at each and every meeting & one copy is deposited with the trustees.

**11) ALTERATIONS TO THE RULES:**

- Any alteration or addition to the rules shall only be made at an AGM or a special meeting called for that purpose. 14 days advance notice shall be given in writing specifying the proposed alteration or addition to be made.
- Any alteration or addition to the Objects in Sections 2 or 3 above shall be charitable in nature, shall be related to Stow Minster its churchyard, furniture or equipment and shall be consistent with the objects of Stow Church Restoration Trust.

**SIGNED BY THE TRUSTEES:**

.....Priest in Charge.

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.....Churchwarden.

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.....Churchwarden.

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# THE FRIENDS OF STOW MINSTER

## CONSTITUTION, APPENDIX 1.

The trustees of Stow Church Restoration Fund (Registered Charity No. 700744) in consultation with the Friends of Stow Minster temporary committee have set the subscription rates for membership of the Friends organisation at:

- Individual £10.
- Family (two adults two children under 16 years) £15.
- Corporate £100.
- Individual life (one off subscription) £500.
- Currently there are no honorary members.
- Arrangements for legacies and gift-aid are made by the Treasurer.

These rates will next be reviewed at the Annual General Meeting in 2009.

Signed by the Trustees:

.....Priest in Charge.....

.....Churchwarden.....

.....Churchwarden.....