

LANCASHIRE FRIEND

Registered Charity No 1053328

CONSTITUTION

1) NAME

The name of the group shall be Lancashire Friend formerly known as the East Lancashire Lesbian and Gay Switchboard (ELLGaS) and herein known as the Group.

2) OBJECTS & POWERS

To relieve the mental and emotional crises suffered by persons who are homosexual, bisexual, lesbian or in doubt about their sexual identity, or by those who may be affected by, or involved with, such persons, by the provision of an advice and counselling service.

In furtherance of the objects but not otherwise the Executive Committee may exercise the following powers:

- Provide information and advice on all aspects of homosexuality by means of a telephone answering service
- Advance the education of the public into the issues surrounding homosexuality
- Train men and women as counsellors so as to be able to assist gay men and women cope with their sexuality and the difficulties this may raise for them
- Do all such lawful things as are necessary for the attainment of the object

3) OPERATIONAL POLICY

- 3.1 The Group will offer in a non-judgemental and non directive service to its clients and service users.
- 3.2 It will neither seek to promote or dissuade individuals from the adoption of any particular lifestyle.
- 3.3 Preservation of confidentiality will be of the uppermost importance in all areas where the Group is involved.

4) MEMBERSHIP

- 4.1 Membership of the Group, both full member and associates will be open to any person who supports the objects of the group.
- 4.2 The group will seek to promote membership to individuals regardless of their race, gender or ability.
- 4.3 A member will be defined as a person who has been accepted as such by the group and has lodged their name and a suitable contact address and/or telephone number with the Secretary.
- 4.4 Every full member shall have one vote. In the event of a split vote the "Chair" will have the casting vote.
- 4.5 Membership may only be withdrawn at the discretion of the group at an Annual General Meeting, a Special General Meeting or in exceptional circumstances by the Executive Committee. This is provided that the individual concerned shall have the right to be heard, accompanied by a friend, before a final decision is made.

5) SUBSCRIPTION

- 5.1 Each member shall pay a subscription fee, the amount of which shall be set at the Annual General Meeting.

6) EXECUTIVE COMMITTEE

- 6.1 The day to day business of the Group shall be conducted by the Executive Committee whose membership shall be elected from members of the Group at the Annual General Meeting. The Executive should consist of a Chair Person, Treasurer, Secretary and 2 other members of the Group.
- 6.2 The Executive Committee shall consult with the Group on matters of policy and the general running of the Group.

- 6.3 The Executive Committee shall meet once a quarter or at any other time when an emergency meeting is needed.
- 6.4 For the Executive to be quorate there must be more than 50% of elected officers and executive committee members.
- 6.5 The Executive Committee may delegate any of their powers to other committees of the Group as it sees fit, or may establish other committees to meet the special needs of the Group. Any committee established in this way must have at least two officers of the Group among its membership. All such committees must report promptly and fully detail its activities to the General Meeting or the Executive Committee.

7) GENERAL MEETING

- 7.1 The General Meeting shall be made up of all members of the Group and each member shall have equal voting rights (one vote per member).
- 7.2 Group General Meetings will be held regularly at least six times a year.

8) ANNUAL GENERAL MEETING

- 8.1 An Annual General Meeting will be held once a year to report on the work of the Group and provide a full statement of the accounts. At the Annual General Meeting the members of the Group will elect from among themselves officers to serve as the Executive Committee as stated in '5.1'.
- 8.2 Not less than 21 days notice shall be given to all members of the Group of the date of the Annual General Meeting.

9) SPECIAL GENERAL MEETING

- 9.1 The Secretary shall call a Special General Meeting at the written petition of five, or more, members of the Group giving reason for their request.
- 9.2 Not less than 21 days notice shall be given to all members of the Group of the date of a Special General Meeting.

10) ALTERATIONS TO THE CONSTITUTION

- 10.1 Alterations to the constitution shall receive the assent of two thirds of the members present and voting at an Annual, Special or General Meeting of the Group. A resolution for any alteration to the constitution must be received in writing by the Secretary not less than 21 days before an Annual, Special or General Meeting. No alteration shall be made to clause 2 (Objects and Powers), or 11 (Dissolution) or this clause 10 until written approval has been received from the Charity Commissioners or the authority having charitable jurisdiction. No alteration shall be made which would have the effect of causing the Group to cease to be a charity by law.

11) DISSOLUTION

In the event of the Group ceasing to function it may be dissolved by a Special General Meeting provided that the motion is passed by two thirds of those present. Upon dissolution any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable institution or institutions having objects similar to the objects of the Group as the members of the Group may determine or failing that shall be applied for some other charitable purpose.

Agreed at the AGM February 2006