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## **Friends of Kirkbymoorside Community Primary School** **Constitution**

### **1. Name**

The committee shall be known as **The Friends of Kirkbymoorside C P School.**

### **2. Objects**

The objects of the Friends of Kirkbymoorside C P School shall be to advance the education of all of the pupils of Kirkbymoorside School from Early Years to Year 6, by providing or assisting with the provision of educational, recreational and other charitable facilities in augmentation of such facilities financed by the Local Authority. In furtherance of this object but not further or otherwise, the Friends of Kirkbymoorside C P School may undertake activities, which promote the charitable work of the school and further the educational and achievement in life of the pupils.

### **3. Administrators**

The day to day management of the tasks may be delegated to the executive committee of the Friends of Kirkbymoorside C P School or such other person or persons as the executive committee shall think fit, providing all acts and proceedings of the executive committee shall be reported to the full committee as soon as possible. Any expense over £50 must be agreed in advance by the chair and/or the treasurer. Any expense under £50 must be agreed in advance by at least 2 other committee members and needs to be of benefit to the majority of pupils. Failure to follow the above conditions means that reimbursement cannot be guaranteed.

#### **4. Membership**

Membership shall comprise of all parents or guardians and wider family members of the children attending the school (including the nursery class) and all teachers and staff employed by the school.

#### **5. Accounts**

The administrators shall cause full and punctual accounts to be kept of the funds and all income arising there from and all dealings therewith and all payments made there under and at least once a year cause a statement of accounts to be prepared for the previous year and shall cause such accounts to be audited in each year.

#### **6. Banking**

The administrators shall appoint bankers with whom an appropriate account or accounts shall be opened in the name of the fund. All withdrawals from such account whether by cheque or otherwise shall require the signature of two of the persons appointed as administrators.

#### **7. Annual General Meeting**

The Annual General Meeting shall be held in Early October each year. The notice calling the AGM shall be sent out at least 10 days in advance of the AGM.

#### **8. Amendments**

These rules may be varied, deleted or added to if the administrators so resolve provided that no variations, deletions or additions be made so as to cause the fund to cease to be a charity at Law.

#### **9. Winding Up**

The funds may be wound up by a resolution passed unanimously by the administrators. In such event, the remaining assets of the fund after satisfaction of any liabilities properly payable thereout shall be applied for such charitable educational purpose as the administrators shall decide.

