* 1. The name of the Group shall be Amicus Friendship Group, hereafter referred to as the Group.

# 2. Membership

2.2 Membership of the Group shall be open to Single (Never Married), Divorced, Widowed, Separated people only. Couples are not eligible for Membership: However single people that meet as Members and become Couples can remain Members.

2.3 It may be possible at the discretion of the committee, by a majority vote, to make exceptions to the existing rules to accommodate specific situations which could benefit the group.

2.4 All members are required to pay a membership fee for the year. The Committee will set the annual fee for the following year at the AGM.

2.5 As a 'Taster\*' the Committee have agreed that prospective members with a genuine intention of joining the Group will be allowed to attend three events prior to confirming their membership and paying the annual fee. This offer may be withdrawn at any time without notice, by the Committee.

# 3. Aims and Objectives

The aims and objectives of the Group shall be:

3.2 To provide a place where single people can develop a social life and form friendships

3.3 To encourage members to organize social events to suit a variety of tastes

3.4 To provide a programme of events and activities for members.

## 4. Committee

4.1 The Group shall have a Committee consisting of at least the following

1. Committee consists of at least five members and of an odd number
2. Treasurer — responsible for financial control
3. Member responsible for welcoming new members and send out Welcome Pack
4. One or two members to take on communications
5. Member to write up Monthly Newsletter
   1. The Committee will be elected for a term of one year.
   2. The Committee may invite persons to attend any of its meetings as a participant without voting rights.
   3. Any vacancy within the Committee shall be filled from the ordinary membership and agreed by Committee.
   4. No member of the Committee or any of the ordinary membership shall receive remuneration from the Group in money or monies worth with the exception of out of pocket expenses.
   5. The Committee will meet at least four times per annum-
   6. The Committee shall have the power to call special meetings open to all members and can be held for the purposes of altering the constitution and for considering any matter that should be referred to the members in general.

4.8 The Committee should call a special meeting at the request of not less than three Committee members or not less than six ordinary members.

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## 5. Annual General meetings (AGM)

5.1 The Committee shall convene AGMs every 12 months from the date of incorporation

5.2 Nominations for Committee posts to be sent to the Committee 7 days before the AGM.

5.3 The Committee shall advise Members 30 days in advance of the date of the AGM

5.4 At the AGM the ordinary members shall elect a Committee by means of a secret (if appropriate) ballot based on a simple majority.

5.5 The Committee shall step down at the AGM and the newly elected Committee will take office immediately on election.

## 6. Rules of Procedure

6.1 QUORUM: a minimum of three Committee members shall form a quorum at Committee meetings and a minimum of all Committee members and five ordinary members shall form a quorum at AGM a chair to be nominated. At Committee meetings, each Committee post has one vote.

6.2 VOTING: every matter, except where this constitution provides otherwise, shall be determined by a majority of members present. I

6.3 MINUTES: a minute of all meetings shall be kept and formally adopted.

## 7. Finance

## 7.1 The financial year shall run from 1 s April to 31 st March in the following year

7.2 The treasurer shall keep proper accounts of the finances of the Group. All incoming funds shall be lodged without deduction to the Group's bank/building society account. All monies raised by or on behalf of the Group shall be applied to further the aims and objectives of the Group and for no other purpose. All cheques relating to the Group's bank/building society account shall be signed by two Committee members: Treasurer and one other.

7.3 The Treasurer will arrange for an external audit of the accounts annually.

## 8. Alterations to the constitution

8.1 To be agreed by all members of the Committee and to notify members

## 9 Data Protection

9.4 The Committee undertakes to safeguard members’ personal information in accordance with the requirements of the Data Protection Act (2002)

## 10 Dissolution

10.1 The Committee may be dissolved by a resolution passed by a majority of members present and voting at a special meeting convened for the purpose.

10.2 Any assets remaining after the settling of any debts and liabilities shall be decided and approved by the aforesaid majority.

## 11 Members participating in events

11 .1 All those participating in activities organised by any Group member do so at their own risk and are responsible for their own health and safety issues, and their own Personal Insurance cover.

11 .2 The Committee does not at any time accept responsibility or liability for any injuries or losses whilst attending any activities or travelling to or from any events. Similarly, the group does not accept responsibility for the provision of lifts.

## 12 Termination

12.1 The Committee reserves the right to terminate a person's membership and agrees in these circumstances to refund any unused membership fee to the member.

12.2 The Committee is not accountable for the character of those who join the Group.

We certify that this is a current copy of the constitution of the Amicus Friendship

Group, which was approved by the Committee at a meeting held on the 5th March 2013 and adopted by the membership (former Nexus Salisbury members) on the 1st April 2013.

### Amendments Amendment 1

January 2014 — Clause 2.3 added (previous 2.3 becomes 2.4) to give the Committee discretion in the acceptance of Members in specific situations that could benefit the group.

### Amendment 2

February 2015 — Clause 5.2 amended, the necessity for members to have had 18th months membership before becoming eligible to serve in the committee deleted. It was felt that the need to obtain a majority vote by members at the AGM was sufficient regulation. Clause 5.4 The words "if appropriate" were added in relation to a secret ballot.

### Amendment 3

February 2016 — Clause 4.2 amended. The previous limitation, which restricted Committee membership to a maximum of 3 continuous years’ service has been deleted. This was agreed by members at the 2015 ACM, (23 rd March 2015). 4.5 has been deleted because the amendment to clause 4.2 makes it redundant, clauses 4.5 on renumbered.

Amendment 4 2017

4.1a Changed to reflect fewer designated roles for election, with the removal of a need for a chairperson, although each individual meeting needs to the ‘chaired’

Amendment 5.2 and 5.3 Amended to reflect the above

11.2 Inserted the addition of the wording of “travelling to and from events” to clarify liability.

Signed Committee members: