

Constitution of the Town Estate Charity, Misson

Definitions:

The Council: The Parish Council of Misson

The Authority: The Parish Council of Misson

The Trustee: The Parish Council of Misson

The Charity: The business of managing the land at Line Bank, Misson and administering any grants.

The Area of Benefit: The parish of Misson

The Commissioners: The Charity Commissioners for England and Wales.

The Chairman: The Chairman, or failing him/her the Vice Chairman, or failing either of them, the person elected by the Managers to preside at a meeting.

The Secretary: The Clerk to the Council, or other Proper Officer employed by the Council for the purpose of Town Estate Charity Secretary, or during a vacancy in that office, the Chairman.

Elector: A Local Government elector for the parish of Misson.

The Constitution:

1. **Trust:** The object of the Charity is the general benefit of the inhabitants of the area of benefit in such charitable ways as the trustee thinks fit.
2. **Administration:** The Managers shall administer the Charity in accordance with this constitution.
3. **The Charity's Year:** For financial purposes the Charity's year shall be the financial year commencing 1st April each year.
4. **Constitution of Managers:** The Managers shall consist of the Council Members and the Secretary.
5. **Financial Interests and Conduct:** The Council's Code of Conduct shall apply.

6. **Meetings:** The Managers shall meet at least four times a year. Before the end of June an open meeting shall be held which any Elector may attend. At that meeting the accounts of the Charity for the previous year shall be publicly presented, and any Elector in attendance may question the Managers, or make suggestions as to the conduct of the Charity, but only the Managers shall be entitled to vote. In exceptional circumstances where it is not possible to hold meetings in person, for example due to the Covid-19 restrictions, meetings, including the open meeting, may be held virtually.
7. **Officers:** The Chairman and Vice Chairman of the Charity shall be the Chairman and Vice Chairman of the Council. The Secretary shall be the Clerk to the Council or other Proper Officer employed by the Council.
8. **Voting:** Voting shall be by a simple majority of those present and voting. In the case of equality the Chairman shall have a second or casting vote. The Secretary shall not vote.
9. **Donations:** The Managers may accept donations or endowments for the purpose of the Charity, but shall not be bound to accept a donation or endowment, which they do not consider, would be in the interests of the Charity.
10. **Orders:** Decisions and instructions of the Managers shall be communicated to those to whom they are addressed by the Secretary, or during a vacancy in that office, the Chairman.
11. **Books:** The Managers shall keep a Minute Book and Books of Account. The accounts of the Charity shall be prepared in accordance with Section 133 of the Charities Act 2011, and a copy of the accounts shall be sent to the Council.
12. **Quorum:** The quorum at a meeting of the Managers shall be 3.
13. **Notice:** Notice of meetings shall be given to the Managers by letter or electronic communication. Notice of the open meeting shall be posted on the Council's website and/or notice board.

Signed:

Chairman Jayne Watson

Vice Chairman Peter Edwards

Reviewed and approved at the meeting of Town Estate Charity, 9th December 2020