



## Constitution of

### **‘Wigan North African Community Association’ (WNACA)**

Adopted on the 05 February 2008

#### **1- Name:**

The group will be called the **‘Wigan North African Community Association’**  
(Herein after known as the 'Group')

#### **2- Aims & Objectives:**

The aims & Objectives of the Group shall be:

- To operate as a not-for-profit voluntary organisation
- To minimize the gap between BME communities & other Wigan borough communities
- To develop Quality Standards consistent with the aims of the group
- To run a community youth facility/centre as a safe place for children and young people to meet.
- To provide a centre to develop and support community relations: to reach out and engage with the local community
- To promote and encourage diversity, regardless of background, colour, creed, age, sex or disability

#### **3- Powers:**

In order to achieve its aims the Group will:

- Raise money
- Open bank accounts
- Acquire and run buildings
- Take out insurance
- Employ staff
- Work in partnership with other voluntary groups and statutory agencies
- Do anything that is lawful to help achieve its aims, provided that no rule is inconsistent with the constitution.

#### **4- Conditions of Membership to the Group:**

Membership of the Group shall be open to any person who has an interest in furthering the aims and will abide by the rules of the Group.

**WNACA Constitution: Feb-2008**

**<http://www.wigan-northafrican-association.org.uk>**

**E-Mail: [info@wigan-northafrican-association.org.uk](mailto:info@wigan-northafrican-association.org.uk)**



**5- Conditions of Membership to the Management Committee:**

- Membership of the Management Committee shall be open to people over eighteen years of age.
- The Management Committee shall consist of no less than three members and no more than nine.
- The Management Committee has the power to co-opt members onto the Management Committee providing that the co-opted members stand down at the next General Meeting.

**6- Meetings of the Management Committee:**

The business of Wigan North African Community Association shall be conducted by Chairperson, Treasurer and Secretary plus other members of the management committee elected annually at a meeting convened for this purpose.

The Management Committee shall hold at least six meetings per year and may hold other such meetings as are required.

At least two members of the Management Committee must be present for Management committee meeting to take place.

Voting at Management committee meetings shall be a show of hands and the Chairperson will have the deciding vote.

The Management Committee shall have the power to invite other people who are interested in furthering the aims of the group to their meetings providing that such people do not have any voting rights. The Management Committee has the power to remove any member of the Management Committee for good and proper reason.

**7- Annual General Meetings (AGM) of Wigan North African Community Association:**

The first Annual General Meeting shall be held within fifteen months of adopting this constitution. At least twenty-one clear days notice shall be given in writing by the secretary. The business shall include:

- (i) Minutes of previous AGM.
- (ii) Consideration of Annual Report prepared by Management Committee.
- (iii) Consideration of Annual Statement of Accounts.
- (iv) Election of Honorary Officers and Management Committee.
- (v) Any other relevant business.

A Special General Meeting may be called at any time by the Chair or by request to the Secretary of two thirds of the voting members of Wigan North African Community Association after seven clear days of such a meeting must be given.

The quorum at all General Meetings shall be 3 voting members.

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#### **8- Finance:**

- The funds of the Group shall be kept in a bank approved by the Management Committee. The treasurer will be responsible for maintaining proper records of all money received and paid by the Group.
- All cheques must be signed by at least two members of the Management Committee who are not related or live at the same address.
- Accounts will be independently examined on annual basis.
- The Group may reimburse reasonable out-of-pocket expenses to Management Committee members.
- The treasurer shall not spend any sum over £100 without the agreement of the Management Committee.

#### **9- Equal Opportunities:**

The Group shall operate in a non-discriminatory way while seeking to maintain its aims and objectives. The Group will not discriminate on the grounds of age, race, gender, disability, sexuality or religion.

#### **10-Child Protection Policy**

Wigan North African Community Association shall operate a Child Protection Policy that is in accordance with the law.

#### **11- Amendments:**

Amendments to the Constitution may be proposed at a General Meeting. Any such proposals must be delivered to the Secretary not less than fourteen days before the date of such a General Meeting. No alterations can be made to the dissolution clause below.

#### **12- Dissolution:**

The Group may be wound up at anytime by a resolution passed by two thirds of a majority of those people present and voting at a General Meeting of which at least twenty one clear days notice shall be sent to all the members.

After settling all debts, any remaining funds shall be transferred to another similar group as approved by the majority above.