

CONSTITUTION ASPERGERS UNITED

NAME	<p>The Group shall be known as Aspergers United.</p> <p>The area represented by the group is Rural North Warwickshire, Bedworth, Atherstone and South Leicestershire to include Hinckley.</p>
OBJECTIVES	<p>The objectives of the Group shall be:</p> <p>To represent the views, concerns and interests of parents of children with Aspergers Syndrome, Autistic Spectrum Disorders and High Functioning Autism.</p> <p>To provide mutual support to all other members.</p> <p>To work actively with other statutory and voluntary agencies to highlight the issues and improve the services for children with Aspergers Syndrome, Autistic Spectrum Disorders and High Functioning Autism.</p>
MEMBERSHIP	<p>Membership shall be open to all residents in the area represented by the group.</p>
FINANCES	<p>Any subscriptions shall be set at the Annual general Meeting of the Group and shall be kept as low as Possible.</p> <p>The funds shall be used only to further the aims of the Group and shall be paid into an account operated by the committee.</p> <p>All cheques drawn on the account must be signed by at least two of the committee / agreed signatories.</p> <p>The Treasurer shall have the accounts checked by a community organisation, independent book-keeper or council for voluntary service annually.</p>
MANAGEMENT / COMMITTEE	<p>The Group shall be managed by a committee selected at each Annual General Meeting and shall consist of: Chair, Secretary, treasurer, Vice-Chair, Social Secretary, Fundraiser and IT Consultant.</p> <p>Members may only stand for the committee after attending a minimum of six meetings prior to the Annual general Meeting.</p> <p>Members wishing to stand for the committee must be present at the Annual General Meeting.</p> <p>A quorum for committee meetings shall constitute two officers and two committee members.</p> <p>The committee may temporarily fill any vacancy arising among the officers of the Group from its members until the next Annual General Meeting.</p>

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A proper record of meetings will be kept in addition to records of income and expenditure shall be available to members.

The committee shall not meet less than twice a year.

Minutes of committee meetings shall be available to all members.

ANNUAL GENERAL MEETING There shall be an Annual General Meeting of the Group held every January, at which the committee shall report on its work and present a statement of accounts.
A new committee shall be elected and any other amendments to the constitution agreed.

No less than 28 days notice of the Annual general Meeting shall be given to all members.

Any proposals submitted to the Secretary in writing no less than 7 days in advance of the Annual general Meeting shall be discussed and voted on.

All sub-committees shall keep proper records of all meetings, in addition to records of expenditure and income and may be dissolved by the committee. The account records of expenditure and income shall then be passed to the committee.

DUTIES OF OFFICERS The Chair (or in his / her absence the Vice-Chair) shall conduct the meetings of the Group.

The Treasurer shall maintain all accounts.

The Secretary shall be responsible for the convening of all meetings and giving necessary notice to members. The Secretary shall ensure that a proper record is kept of all meetings of the group, its committee and sub-committees, in the form of minutes; and shall deliver such records as required by the committee or general meeting. The Secretary shall maintain a register of members of the Group.

ALTERATIONS TO THE CONSTITUTION Any proposed alterations to the Constitution shall be submitted to the Secretary not less than 14 days before the next AGM.

The approval of two-thirds of those present at the AGM will be required to affect any proposed change.

DISSOLUTION If the committee, by a simple majority, decide at any time that on the grounds of expense or otherwise it is necessary or advisable to dissolve the Group, it shall call a meeting of all members giving them at least 21 days notice, stating that the terms of the resolution to be proposed at the next meeting. The committee shall have the power to dispose of any assets held by or in the name of the Group. Any assets remaining after the satisfaction any proper debts and liabilities shall be applied towards charitable purposes.

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**SPECIAL/OTHER
GENERAL
MEETINGS**

The Secretary shall call a Special General Meeting at the request of a majority of the committee or upon receipt of a written petition by no less than one third of the Group given reasons for their request.

No less than 7 days notice of a Special General Meeting shall be given, which shall take place within 21 days of the receipt of the request or petition.

SUB-COMMITTEES

The committee may appoint such sub-committees, as may be required to carry out the activities of the Group, which shall be directly accountable to the committee.

**STANDING
ORDERS**

Any member may make a proposal. For it to be voted on by other members it must be seconded, or supported by someone else.

Only members present at the meeting may vote.

This constitution was adopted as the Constitution of Aspergers United.

At a public meeting held at Fife Street Working Men's Club.

.....Chair.

.....Secretary.

.....Date.