

**Caring for Care Ltd Constitution**

**Name**

The name of the organisation shall be Caring for Care Ltd.

**Aims**

Caring for Care Ltd is a not-for-profit company limited by guarantee registered in England & Wales (company number 09099888). The group is not established or conducted for private gain; any surplus or assets are used principally for the benefit of the community.

The aims of the group shall be to provide training, development and support to disadvantaged people living predominantly in Staffordshire and Cheshire, to enable them to be of benefit to their community.

Whilst specialising in the delivery of health, safety and social care training, Caring for Care Ltd can access or deliver training tailored to the individual requirements of learners. Caring for Care Ltd may also organise work experience, coaching and other forms of support as required for the development of individual learners.

The training and development offered by Caring for Care Ltd will enable people to make a positive contribution to their community through the development of knowledge and skills which allow them to directly or indirectly benefit their community through the chance to gain employment, complete further training or enter into an apprenticeship scheme in their chosen field.

The beneficiaries of this social enterprise will primarily be the people who receive the training and their community through the development of the people within that community.

**Powers**

To further these aims the committee shall have power to:

* obtain, collect and receive money or funds by way of contributions, donations, grants and any other lawful method towards the aims of the group
* associate local authorities, voluntary organisations and the residents of the Staffordshire and Cheshire area in a common effort to carry out the aims of the group
* do all such lawful things as will further the aims of the group.

**Membership**

Voting membership shall be open to Company Directors.

The Management Committee shall have the power to approve or reject applications for membership or to terminate the membership of any member with a three quarters majority vote, provided that the member shall have the right to be heard by the committee before a final decision is made.

**Management**

A Management Committee elected annually at the Annual General Meeting shall manage the group. The committee shall consist of a chair, secretary, treasurer, and another voting member.

The committee shall meet at least once every year.

Half of the committee being present shall enable the business of the group to be carried out.

A proper record of all transactions and meetings shall be made by the Secretary and kept.

**Meetings**

An Annual General Meeting shall be held within 15 months of the date of the adoption of this constitution and each year thereafter.

Notices of the AGM shall be published three weeks beforehand and a report on the group’s financial position for the previous year will be made available at the same time.

A Special General Meeting may be called at any time at the request of the committee, or not less than one quarter of the membership. A notice explaining the place, date, time and reason shall be sent to all members three weeks beforehand.

Half of members being present, shall enable a General Meeting to take place.

Proposals to change the constitution must be given in writing to the secretary at least 28 days before a general meeting and approved by a two thirds majority of those present and voting.

**Accounts**

The funds of the group including all donations, contributions and bequests, shall be paid into an account operated by the management committee. All cheques drawn on the account must be signed by at least two members of the Management Committee.

This account will be ring-fenced solely for the funds received to run the not-for-profit training and development projects.

The funds belonging to the group shall be applied only to further the objects.

A current record of all income, funding and expenditure will be kept.

**Dissolution**

The Group may be dissolved by a resolution passed by a simple three quarters majority of those present and voting at a Special General Meeting.

If confirmed, the committee shall distribute any assets remaining after the payment of all bills to other charitable group(s) or organisation(s) having aims similar to the group or some other charitable purpose(s) as the group may decide.