

Papworth Surgery Patients' Link Constitution

(registered charity No. 1007602)

1. Name

The Association is to be called ***Papworth Surgery Patients' Link***.

2. Objectives

In furtherance of the physical and mental health and well-being of those registered as patients at the Papworth Surgery, the Association shall have the following powers

- (i) To organise talks, discussion forums and activities to promote health
- (ii) To facilitate liaison between the staff and patients of the surgery
- (iii) To provide equipment and amenities to the surgery that improve the service provided by the Practice

3. Membership

All patients of Papworth Surgery are members

4. Management

- (a) The affairs of the Association shall be determined by a Committee of at least 5 representatives of the villages served by the Papworth Surgery duly elected at the AGM.
- (b) The Committee shall elect the following Officers from its members:
Chair, Vice Chair, Secretary and Treasurer
- (c) The Committee shall have power to co-opt members as deemed necessary
- (d) The Partners and Practice Manager and their staff may attend meetings to provide information and advice and to discuss matters of mutual concern.
- (e) The Committee shall meet at least 4 times each year
- (f) At Committee meetings a quorum shall consist of 5 members

5. Meetings

- (a) The Annual General Meeting shall be held in June each year.
- (b) Notice of the Annual General Meeting shall be deemed to have been given by a notice posted on the 'Patients' Link' notice board in Papworth Surgery and on the Patients' Link webpage on the surgery website at least 14 days previously.
- (c) Other General Meetings may be similarly called by the Committee or by written request to the Secretary or Chairman of not fewer than ten members of the Association.
- (d) An Independent Accounts Examiner shall be appointed by the Annual General Meeting
- (e) At General Meetings a quorum shall consist of ten members.

6. Change of Constitution

Alterations to this constitution shall receive the assent of two-thirds of the members present and voting at an Annual General Meeting or a Special General Meeting. A resolution for the alteration of the Constitution must be received by the Secretary of the Association at least 21 days before the meeting at which the Resolution is to be brought forward. No alteration shall be made which would have the effect of causing the Association to cease to be a charity at law.

7. Finance

- (a) The financial year shall commence on 1 April
- (b) The funds shall be kept in a bank or building society account in the name of 'Papworth Surgery Patients' Link'.
- (c) An examined and approved financial statement shall be presented at the Annual General Meeting for adoption.
- (d) Signatories on cheques shall be those of any two Committee members nominated by the Committee.

8. Dissolution

The Association may be dissolved by a Resolution passed by a two-thirds majority of those present and voting at a Special General Meeting convened for the purpose of which 21 days' notice shall have been given to the members. Such resolution may give instructions for the disposal of any assets held by or in the name of the Association, provided that if any property remains after satisfaction of all debts and liabilities such property shall not be distributed among the members of the Association but shall be given to some other charitable purpose with similar objectives.

*The above constitution is that adopted
at the AGM on 21 June 1990
and subsequently amended
at the AGM on 19 June 1991,
at a Special General Meeting on 19 December 1991
and at the AGM on 24 June 1999*