

**Lambeth  
Elderly  
Association  
From  
Vietnam**

**Constitution**

## 1. NAME

The name of the Association shall be **LAMBETH ELDERLY ASSOCIATION FROM VIETNAM.**

## 2. OBJECTS and POWERS

- a) The relief of poverty, hardship and distress suffered by older members of the Vietnamese/Chinese community in the London Borough of Lambeth.
- b) The advancement of education of elderly members of the Vietnamese/Chinese community who live in the London Borough of Lambeth.
- c) The provision of facilities in the interest of social welfare for the recreation and leisure-time occupation with the object of improving the conditions of life of the said community.

In furtherance of the said objects but not otherwise the Association may: -

1. Employ and pay any person, or persons to supervise, organise and carry on the work of the Association.
2. Arrange and provide for or join in arranging and providing for the holding of exhibitions, meetings, lectures, classes, seminars and training courses.
3. Collect and disseminate information on all matters affecting the said objects and exchange such information with other bodies having similar objects.
4. Undertake, execute, manage or assist any charitable trusts which may lawfully undertake, executed, managed or assisted by the Association.
5. Cause to be written and printed or otherwise reproduced and circulated, gratuitously or otherwise, such paper books, periodicals, pamphlets or other documents or films or record tapes (whether audio, visual or both) as shall further the said the objects.

6. Subjects to such consents as may be required by the law, borrow or raise money for the said objects and except gifts or such terms and on such security as shall be deemed to be necessary.
7. Raise funds and invite and receive contributions from any person or persons whatever by means of subscriptions and otherwise provided that the Association shall not undertake permanent trading activities in raising funds for the said objects.
8. Do all such other lawful things as are necessary for the attainment of the said objects.

### **3. MEMBERSHIP**

- a) Full membership of the Association shall be opened to: -
  - (1) Individuals of 55 years and over whom are either from Vietnam or their parents from Vietnam and who are living in the London borough of Lambeth.
  - (2) The original founders of the Association are entitled to Full Membership regardless of where they are resident.
- b) Each member shall be entitled to vote at general meetings of the Association.
- c) Honorary members may be appointed at the discretion of the Management committee. Honorary members shall not be entitled to vote.
- d) The Management committee shall have the right: -
  - (1) To approve or reject application for membership, providing a majority of the committee approves decision.
  - (2) For good and sufficient reason to terminate the membership of any individual provided that the individual member concerned shall have the right to be heard by the majority of the Management committee before a final decision is made.

#### **4. HONORARY OFFICERS**

- a) At the Annual General Meeting hereinafter mentioned the Association should elect a Chair, a Vice-Chair, a Treasurer and such other honorary officer at the Association shall from time to time decide.
- b) The Chair and the honorary officers of the Association shall hold office until the conclusion of the AGM of the Association next after their election but shall be entitle for re-election.
- c) The Association shall appoint one or more qualified Auditors and may determine their remuneration.

#### **5. MANAGEMENT COMMITTEE**

- a) Subject as hereinafter mentioned the policy and general management of the affairs of the Association shall be directed by a Management committee (hereinafter called "the committee") which shall meet not less than 8 times a year and when complete shall consist of not less than 7 or more than 15 members.
- b) The members of the committee shall be elected at the Annual General Meeting of the Association.
- c) Individual can stand to be elected as member of the committee regardless their age, race, gender and resident provided that they share the interest of the Association.
- d) In addition to the members so elected and to those serving by virtue Clause (4) Here of the committee may co-opt up to 4 further members who shall serve until the conclusion of the next AGM after individual co-option provided that the number of co-opted members shall not exceed one third of the total membership of the committee at the time of co-option. Co-opted members shall be entitled to vote at meetings of the committee.

- e) The committee may fill up any casual vacancy in the committee and any appointed to fill such a casual vacancy shall hold office until the conclusion of the next AGM of the club and shall be eligible for election at that meeting.
- f) Any failure to elect or any defect in the election, appointment co-option or qualification of any member shall not invalidate the proceedings of the committee.
- g) The committee shall appoint and fix the remuneration and of all staff (not being members of the committee) as may in their opinion be necessary.
- h) The Committee may appoint such special or standing Committees as may be deemed necessary by the Committee and shall determine their terms of reference, powers, duration and composition. All acts and proceedings of such special or standing Committee shall be reported back to the Committee as soon as possible.

## **6. MEETING OF THE ASSOCIATION**

- a) An Annual General Meeting of the Association shall be held at such time (not being more than 25 months after the holding of the preceding AGM) and place as the Committee shall determine. At least the General Secretary shall give 21 days notice to each member. At such AGM the business shall include the election of Honorary Officers; the election of full members to serve on the Committee; the appointment of an auditor or auditors; the consideration of an annual report of the work done by or under the auspices of the Committee and of the audited accounts; and the transaction of such other matters as may from time to time be necessary.
- b) The Chair of the Committee may at any time at his/her Discretion and the General Secretary shall within 21 days of receiving a written request so to do signed not by less than 50 full members whether individual or representative and giving reasons for the request call a Special General Meeting of the Club.

## **7. RULES OF PROCEDURE AT ALL MEETINGS**

- a) Quorum: the quorum at a meeting of the Association or of the Committee or any committee appointed under Clause (5) (h) hereof shall be one third of the total actual membership of the Association for the time being, the Committee or committee (as the case may be) or such other number as the Association may in General Meeting from time to time determine.
- b) Voting: Save as otherwise herein provided, all questions arising at any meeting shall be decided by a simple majority of those present and entitled to vote thereat. But in case of an equality of votes the chair of the meeting shall have a second or casting vote.
- c) Minutes: Minute books shall be kept by the Committee and all other committees, and the appropriate Secretary shall enter therein a record of all proceedings and resolutions.
- d) Standing Order Rules: the Committee shall have power to adopt and issue standing Orders and/or Rules for the Association. Such Standing Orders and/or Rules shall come into operation immediately PROVIDED ALWAYS that they shall be subject to review by the Association in General Meetings and shall not be inconsistent with the provisions of this Constitution.

## **8. FINANCE**

- a) All money raised by or on behalf of the Association shall be applied to further the objects of the Association and for no other purpose PROVIDED THAT nothing herein contained shall prevent the payment in good faith of reasonable and proper remuneration to any employee of the Association or the repayment to members of the committee or of any committee appointed under Clause 5(h) here of reasonable out of pocket expenses.
- b) The Honorary Treasurer shall keep proper accounts of the finances of the Association.
- c) The accounts shall be audited at least once a year by the auditor or auditors appointed at the Annual General Meeting.

- d) The Committee to the Annual General Meeting as foresail shall submit an audited statement of the accounts for the last financial year.
- e) A bank account shall be opened in the NAME of the Association with NAT-WEST Bank Plc, of SOUTH LAMBETH ROAD or with such other bank as the Committee shall from time to time decide. The Committee shall authorise in writing the Treasurer, the General Secretary of the Association two members of the Committee to sign cheques on behalf of the Association. All cheques must be signed by not less than two of the four authorised signatories.

## **9. ALTERATIONS TO THE CONSTITUTION**

Any alteration of this Constitution shall receive the assent of not less than two-thirds of the full membership of the Association for the time being and voting at a meeting specially called for the purpose PROVIDED THAT notice of any such alteration shall have been received by the General Secretary before the meeting at which the alteration is to be proposed. At least 14 clear days' notice in writing, of such a meeting, shall be sent by the General Secretary to each member of the Association PROVIDED THAT no alteration shall be made which would have the effect of causing the Association to cease to be a Charity at Law.

**No amendment may be made to clause 1, clause 2, clause 10 or this clause without the prior consent in writing of the Commissioners.**

## **10. DISSOLUTION**

If the Committee by a simple majority decided at any time that on the ground of expense or otherwise it is necessary or advisable to dissolve the Association, it shall call a meeting of all members of the Association who have the power to vote, of which meeting not less than 21 days notice (stating the terms of the Resolution to be proposed thereat) shall be given. If such decision shall be confirmed by a simple [two-third] majority of those present and voting at such meeting the Committee shall have power to dispose of any assets held by or on behalf of the Association. Any assets remaining after liabilities shall be given or transferred to such other charitable institution or institutions having objects similar to the objects of The Association as the Committee may determine. If and insofar as the remaining assets cannot be applied in this way, they shall be applied for some other charitable purpose.

## 11. NOTICES

Any notice may be served by the *General Secretary* on any member either personally or on its appointed representative as the case may be, or by sending it through the post in a prepaid letter addressed to such member at his, her or its last known address in the United Kingdom, and any letter so sent shall be deemed to have been received with ten working days of posting.

Revised Constitution at the Annual General Meeting December 2017

Chair of LAMBETH Elderly Association from Vietnam

Mrs Yen Thi Than DO

Secretary of Lambeth Elderly Association from Vietnam

Mr Dung Uy Ngo