

# WATFORD HINDU GROUP

## CONSTITUTION

### 1. NAME :

The organisation shall be known as WATFORD HINDU GROUP. (hereinafter called 'WHG')

### 2. AIMS & OBJECTIVES :

(a) The group shall be :

- (i) Non-Profit making
- (ii) Non-Party political
- (iii) Non-Racial

(b) The aims would be :

- (i) To promote Hindu culture.
- (ii) To provide facilities in the field of cultural, social-welfare, entertainment, education, religion & sports.
- (iii) To organise religious functions.
- (iv) To run language classes.
- (v) To promote equal opportunity.

(c) Work in co-operation with local authority & other voluntary groups.






### 3. MEMBERSHIP

(a) Any one paying the annual membership (membership fee as agreed by the committee) shall automatically become WHG member for that year. Membership year starts from 1<sup>st</sup> day of Navratri.

(b) Any member may withdraw from membership by giving notice in writing to the Executive Committee. Member will not be entitled to any refund of membership fee.

(c) Any member of WHG will be expelled if in the opinion of the Executive Committee he/she is guilty of any sort of wilful misconduct, negligence with the interest of WHG being disadvantaged.

#### 4. EXECUTIVE MEMBERS :

- a) The body will consist of the following :
  -  Honorary President
  -  Chairman
  -  Secretary
  -  Treasurer
  -  Executive Committee Members (Maximum of 12)
- (b) All the Executive Committee will stand for a period of three (3) years.
- (c) In case of any Executive Post becoming vacant during the year, the Executive Committee shall have the power to elect or welcome application from suitable interested persons who have served as a committee member for a minimum of two years.
- (d) In case of any Executive Committee post becoming vacant during the year, the Executive Committee shall have the power to elect or welcome application from suitable interested persons who have been members of WHG for a minimum of 12 months.
- (e) All the Executive Committee members shall retire before the election at AGM and be eligible for re-election provided they remain in the group.
- (f) Any Executive Committee Member missing three consecutive meetings without fair excuse will have to resign and the post will be filled as mentioned in paragraph 4(c)&(d).
- (g) The Executive Committee shall have the powers to appoint Sub-Committees. Members of Sub-Committees need not necessarily be the member of Executive Committee. The Chairman shall report regularly to the Executive Committee.

#### 5. MEETINGS :

- (a) The Executive Committee will meet regularly as and when required. Secretary will record minutes of the meeting.
- (b) Event accounts to be submitted by Treasurer to the Executive Committee after every major functions.
- (c) Full year account to be submitted for approval to the Executive Committee before AGM.
- (d) The quorum at the Executive Committee meeting shall be  $1/3^{\text{rd}}$  of the total (rounded down) number of Executive Committee members.

**6. ANNUAL GENERAL MEETING (AGM) :**

- (a) The AGM of the group shall be held every year, preferably during the first THREE months of the new membership year.
- (b) The Executive Committee will fix the venue, date and time of the meeting.
- (c) Every member shall be given written notice three weeks in advance.
- (d) The AGM shall include the following :
  - (i) Annual report of the group's activities.
  - (ii) Group accounts and Treasurers report.
  - (iii) Election of Executive Committee.

Executive Committee to include :

Chairman, Secretary, Treasurer and up to 12 Executive Committee Members making a total of 15 Executive Committee members to be elected at the AGM.

Executive Committee will in turn elect 3 Executive Posts, i.e. The Chairman, The Secretary & The Treasurer.

- (e) All WHG paid up members shall be entitled to TWO votes (registered named member & their spouse only) at the AGM and voting shall be by ballot paper or show of hands directed by Executive Committee.

**7. FINANCE :**

- (a) The group shall have power to raise finance by means of donations, membership charges, gifts, grants, charity shows and fund raising events.
- (b) No member shall use the group's funds for personal use or gain.
- (c) All funds shall be used towards the promotion of the objectives mentioned in this constitution.
- (d) Executive Committee shall nominate two people to handle all the money matters and property as directed by Executive Committee.
- (e) Deposit and/or current account shall be maintained and all transactions will need to be authorised by both signatories nominated in 7(d).
- (f) Before every AGM the full accounts of the group for the year shall be presented to the Executive Committee for approval. If there is a major discrepancy in the accounts, an independent auditor may be appointed.

**8. GENERAL ITEMS :**

- (a) Any changes or alteration to this constitution may be made

**either**

if proposed and seconded by two Executive Committee members

**or**

by any WHG member if presented in advance (minimum 2 weeks) to the Executive Committee for approval.

The proposal will be passed by 2/3<sup>rd</sup> majority at the AGM.

- (b) Executive Committee shall reserve the right to refuse an entry at the group's functions.
- (c) WHG may be dissolved at any time by the consent of 3/4<sup>th</sup> of the membership, testified by their signatures. Any assets remaining after the satisfaction of debts and liabilities shall be given away to any charitable organisations/institutions.
- (d) Any request for any additional information/details outside AGM shall be at the discretion of the Executive Committee with appropriate administration charges levied for the information.