

RULES OF THE PHILIPS ELECTRONICS PENSIONERS BENEVOLENT ASSOCIATION

Registered as Charity No. 270703 on 28th January 1976

1. NAME

The Association shall be called "Philips Electronics Pensioners Benevolent Association" (hereinafter referred to as "the Charity")

2. MEMBERSHIP

Members of Philips Electronics Pensioners Association are ipso facto members of the Charity.

3. OBJECTS

The objects of the Charity shall be the relief of poverty of members of the Philips Electronics Pensioners Association, their spouses, their widows or widowers and their dependent children who are in necessitous circumstances.

4. MANAGEMENT COMMITTEE

- i) The management of the Charity shall be in the hands of a Management Committee (hereinafter referred to as "the Committee") consisting of five members of the Charity, elected by members of the Charity at its Annual General Meetings, and shall hold office as Trustees of the Charity until the next Annual General Meeting when they will be individually eligible for re-election.
- ii) Apart from their responsibilities as Charity Trustees under Charity law no member of the Committee shall be responsible, chargeable, or liable in any manner whatsoever for any act or omission hereunder except wilful default on the part of the member who is sought to be made liable.
- iii) No member of the Committee shall acquire any interest in property belonging to the Charity (otherwise than as a Trustee of the Charity) or receive remuneration or be interested (other than as a member of the Committee) in any contract entered into by the Committee.
- iv) Three members of the Committee present at any meeting shall form a quorum.
- v) At its first meeting following an Annual General Meeting the Committee shall elect the following Honorary Officers: Chairman, Secretary, Treasurer and Almoner, to hold office for that year or until their respective successors are elected.
- vi) The Committee may co-opt members to fill vacancies arising during the year. Any such co-opted member shall hold office until the next Annual General Meeting and shall then be eligible for re-election.

5. MEETINGS AND PROCEEDINGS OF THE COMMITTEE

- i) The Committee shall regulate the frequency of their meetings as they think fit.

- ii) Minutes shall be kept of all Committee Meetings and those of any appointed sub-committee.
- iii) Decisions of the Committee shall be determined by a majority of votes of those present and voting on the question and in case of an equality of votes the Chairman of the meeting shall have a second and casting vote. Any decision of the Committee may be rescinded or varied from time to time by the Committee.
- iv) If the Chairman is absent from any meeting the members of the Committee present shall choose one of their number to be chairman of the meeting before any other business is transacted.

6. **POWERS**

The Committee in addition and without prejudice to all powers conferred upon them whether by statute or the general law shall have the following powers all to be exercised or not as they in their discretion may think fit, namely:

- a) To raise funds and to receive subscriptions, donations and any other grants or sums from any person providing that in raising funds the Committee shall not undertake any substantial permanent trading activities.
- b) To apply funds belonging to the Charity only in furtherance of the objects.
- c) To invest funds of the Charity not required for its immediate purposes in any of the investments for the time being authorised for the investment of charity funds.
- d) To appoint and constitute such advisory sub-committees as the Committee may think fit.
- e) To co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the Objects or of similar charitable purposes and to exchange information and advice with them.

7. **RECEIPTS AND EXPENDITURE**

- i) The funds of the Charity, including all donations, contributions and bequests, shall be paid into an account operated by the Committee in the name of the Charity at such bank(s) as the Committee shall from time to time decide.
- ii) All cheques drawn on the account(s) must be signed by at least two members of the Committee. If preferred by the beneficiary, in lieu of payment by cheque, payment may be made by electronic transfer. The Honorary Treasurer shall seek approval by email from another signatory as set out for cheque payments prior to the transfer taking place.

8. **ACCOUNTS**

The Committee shall comply with their obligations under the Charities Act 1993 (or any statutory re-enactment or modification of that Act) with regard to:

- a) the keeping of accounting records for the Charity;

- b) the preparation of annual statements of account for the Charity;
- c) the auditing or independent examination of the statements of account of the Charity.

9. **FINANCIAL YEAR**

The Charity's financial year shall commence on 6th April and end on 5th April the following year.

10. **ANNUAL GENERAL MEETINGS**

- i) The Annual General Meeting shall be held as early as possible after the end of the financial year.
- ii) At least forty (40) days notice of the date of the Annual General Meeting shall be given to members in such form as the Committee shall decide.
- iii) Nominations for election to the Committee must be made by members of the Charity in writing and must be in the hands of the Secretary of the Committee at least 28 days before the Annual General Meeting. Should nominations exceed vacancies, election shall be by ballot.
- iv) The Chairman of the Committee shall act as Chairman of the Annual General Meeting.
- v) At each Annual General Meeting every member present in person shall have one vote and in the case of equality of votes the Chairman shall have a second and casting vote.
- vi) The Committee shall present to each Annual General Meeting the report and accounts of the Charity for the preceding year.
- vii) The Secretary or other person specially appointed by the Committee shall keep a full record of proceedings at every general meeting of the Charity.

11. **ALTERATIONS TO THE RULES**

- i) No alterations or additions to these Rules shall be made except at an Annual General Meeting and notice of all resolutions to amend or add to the Rules must be sent in writing to the Honorary Secretary to reach him/her not later than 1st March preceding the Annual General Meeting at which they are to be proposed.
- ii) Notice of any such resolution to amend or add to these Rules shall be sent to every member at his last known address at least fourteen days before the aforesaid Annual General Meeting.
- iii) No alteration to the Objects shall change or affect the charitable status and purposes of the Charity.
- iv) No alteration or addition shall be effective unless the resolution is passed by a majority of three quarters of the votes of the members present and voting on the resolution.

12. **DISSOLUTION**

In the event of the dissolution of the Charity the remaining assets shall be applied for charitable purposes.

13. **NOTICES**

Any notice required to be given to any member of the Charity or its Committee shall be deemed sufficiently given by leaving the same at or posting the same to the last known address of the member. Every notice sent through the post shall be deemed to have been received at the expiration of ten days from the day on which it was postmarked. Any accidental omission to send a notice to any member concerning a meeting shall not invalidate the proceedings of such meeting.

14. **GENERAL**

i) Privacy: PEPBA complies with the EU's new General Data Protection Regulation (GDPR).

June 2001

June 2013

Changed the **seven** to **five** in 4 (i) and the **four** to **three** in 4 (iv) to reflect the changing needs of the Association.

March 2014

Changed to Verdana font

June 2014

Added to 7ii) If preferred by the beneficiary, in lieu of payment by cheque, payment may be made by electronic transfer. The Honorary Treasurer shall seek approval by email from another signatory as set out for cheque payments prior to the transfer taking place.

June 2018

Added new section GENERAL and added i) Privacy: PEPBA complies with the EU's new General Data Protection Regulation (GDPR).