



## **Nainai Manimekalai Welfare Association**

**Estd: 1995 – Registered Charity No: 1068522**

### **Constitution of the Nainai Manimekalai Welfare Association , United Kingdom.**

**(As approved at the Annual General Meeting held on 10-08-1996)**

#### **1. Name and Office**

1.1 The Association shall be called the NAINAI MANIMEKALAI WELFARE ASSOCIATION, UNITED KINGDOM. Here in after referred to as the Association.

1.2 The office and the place of business of the Association shall be the private residence of the incumbent of the office of the Secretary of the Association i.e 75, George Road, New Malden, Surrey KT3 6BT.

#### **2. Eligibility for membership**

All of the following requirements to be satisfied to become members of the Association.

2.1 They should be over the age of eighteen(18).

2.2 They should be residing in the United Kingdom:

2.3 They should have been either born in Nainativu or married to one born in Nainativu or claiming hereditary connections to one from Nainativu.

#### **3. Membership fee**

3.1 The Annual subscription for a single person over the age of eighteen(18) will be twelve (12) pounds sterling and for a family including children under the age of eighteen(18) will be eighteen(18) pounds sterling.

3.2 The committee on behalf of the Association is empowered to accord honorary Life membership to individuals who are over the age of sixty-five(65) and who have rendered laudable service to Nainativu.

#### **4. Membership**

A register shall be kept of the names and addresses of all members and the register should be updated yearly before the Annual General Meeting.

## **5. Objectives**

The objectives of the Association shall be

5.1 To activate and organise the members living throughout the United Kingdom to get to gather in healthy fellowship.

5.2 To Act as a Forum to promote and raise the living standard of the people of Nainativu in their Social, Artistical, Cultural, Economical and Technical Activities.

5.3 To render help and other needs to Tamils living in other-parts of Sri Lanka in the event of emergency situation.

## **6. Registered Charity**

This Association will be Registered charity under the law governing charities in the United Kingdom and the registered office of the charity will be the residence of the secretary of the Association.

## **7. Annual general meeting and special general meeting**

7.1 The annual general meeting of the association should be held annually, before the end of August of the year and the members shall be notified of the meeting not less than 30 days a head.

7.2 Special general meeting of the association should be summoned by the president or by written request of not less than ten(10) members, subject to 21 days notice. The executive committee will decide the urgency of the request and its decision shall be final.

7.3 The quorum for the Annual General Meeting or Special General Meeting shall be ONE THIRD of the membership of the Association for that year.

## **8. Executive Committee**

8.1 The Executive Committee shall be elected at the Annual General Meeting and business of the Association shall be conducted by the Executive Committee. The life period of such elected Executive Committee shall be two (2) years.

8.2 The following shall be elected for the Executive Committee of fifteen (15) members. Their positions are President, Vice-President, Secretary, Assistant-Secretary, Treasurer, Assistant-Treasurer, Public Relations Officer and eight (8) Executive Committee members.



## 9. Duties of the Executive Committee.

9.1 Duties of the various officers of the Committee would be in consistent with those normally carried out by such offices of the Associations.

9.2 To Convene the Annual General Meeting before the end of August of the year.

9.3 The Executive Committee should see that the INVITATION to the members, convening the Annual General Meeting, should reach the members at least 30 days ahead of the scheduled date of the Annual General Meeting.

9.4 Duties of the Committee shall be to foster and promote the main objectives of the Association.

9.5 The Committee is jointly and severally responsible in conducting the business of the Association.

9.6 The Committee should meet at least once in three months.

9.7 The annual accounts once audited by the auditor should be submitted to the members for their comments at the annual general meeting.

9.8 The quorum for the Committee meeting shall be 50% of the full strength of the Executive Committee members.

## 10. Trustees of the Association

10.1 The President, Vice-President, Secretary, Assistant-Secretary, Treasurer, Assistant-Treasurer and Public Relations Officer shall function as the trustees of the Association.

## 11. Loss of rights to serve

11.1 Committee members who do not attend three consecutive meetings, automatically lose their rights to serve in the committee unless their absence is due to illness or unavoidable circumstances. Such circumstances should be conveyed to the secretary in writing before the next committee meeting.

11.2 All absences for the committee meeting should be notified to the secretary or to the president before to commencement of the committee meeting.

## **12. Filling of vacancies of office bearers**

The committee shall elect from the eligible members of the association, the office bearer, whose post had fallen vacant, either by absenteeism or by resignation or by death at the next (forthcoming) committee meeting. Such election should be brought to the notice of the members at the forthcoming annual general meeting.

## **13. Motions**

All motions or resolutions intended for discussion at the general meeting or at any special general meeting should be submitted in writing to the committee at least 14 days before such meeting.

## **14. Amendments.**

Any amendments to the constitution shall be made at the annual general meeting or special general meeting. Such amendments can only be made with the support of the majority members present.

## **15. Funds**

Fund of the association will be in two accounts.

15.1 To hold the liquid assets of the association, to be operated by the treasurer with the approval of the majority of the members of the committee. Maximum amount to be held in liquid asset should be limited to £500.00. The balance should be transferred to the trust fund of the association.

15.2 Trust fund for the association shall be raised by annual membership levies, profits from social functions and other activities as determined by the committee.

## **16. Receipts and Disbursements**

16.1 A proper account of the money collected and disbursed shall be kept by the treasurer.

16.2 Disbursements from the funds of the association shall be consistent with the essential day to day functions of the association and its general objectives.



16.3 An account on behalf of the association shall be maintained at a bank and operated jointly by the President, Secretary and Treasurer of the Association and they will act as trustees of the fund. Any two of the office bearers, one of whom shall be the treasurer, would be empowered to sign cheques on behalf of the association.

16.4 The treasurer shall reimburse all expenses incurred on behalf of the association at the direction and approval of the committee.

16.5 All the money and property of the association shall be vested in the committee.

#### **17. Financial year**

The financial year of the association shall be from 16th July of each year and ending on 15th July of the following year and the annual statement of accounts of the association shall be for such financial year.

#### **18. Audit**

This annual statement of account shall be audited and certified by the auditor, appointed by the association at an annual general meeting.

#### **19. Membership List**

A list of current membership should be attached to the annual statement of accounts.

#### **20. Approval**

An audited annual statement of accounts shall be submitted at the annual general meeting of the association for approval.

#### **21. Inspection of Accounts**

The financial accounts details shall be open for inspection to any member of the association. This can be done by prior arrangements with the treasurer.

#### **22. Disposal of assets**

If at any future date and for whatever reasons the association is disbanded or dissolved, all the assets belonging to the association shall belong to the Red Cross Society of the United Kingdom.

**Amendments to the constitution of Nainai Manimekalai  
Welfare Association**

**As approved at the Emergency General Meeting held  
on 17th January, 1998**

**Clause 2.3**

They Should have been either born in Nainativu or married to one born in Nainativu or claiming hereditary connections to one from Nainativu or Provided that the Executive Committee shall have the right to admit to membership any individual who does not satisfy this requirement but who is interested in furthering the work of association.

**Clause 5.**

Delete existing clause and replace with the following

**Clause 5(A). Objects**

The objects of the Association shall be:-

**5(A).1**

For the benefit of the inhabitants of Nainativu to relieve persons who are suffering from poverty sickness and distress or who are otherwise in need, to advance education, to protect and preserve health and to provide and assist in the provision of facilities for recreation and other leisure-time occupation in the interests of social welfare and with the object of improving the conditions of life of the said inhabitants.

**5(A).2**

For the relief of Tamils resident elsewhere in Sri Lanka who are suffering from poverty sickness and distress or who are otherwise in need.

**5(B). Powers**

In furtherance of the above-mentioned objects but not further or otherwise the Association through its Executive Committee shall have the following powers:-

**5(B).1**

To raise funds and invite and receive contributions by way of subscription and otherwise provided that the Association shall carry out no permanent trading activities for the purpose of raising funds.

**5(B).2**

To activate and organise the Association's members living throughout the United Kingdom to gather together in healthy fellowship.

**5(B).3**

To do all such other lawful things as may further the Association's objects.

**Clause 10.1**

The President, Vice-President, Secretary, Assistant-Secretary, Treasurer, Assistant-Treasurer and Public-Relations officer shall function as the officers of the Association.

**Clause 12. Filing of vacancies of office bearers**

The Executive Committee shall elect from the eligible members of the Association, the office bearer, whose post had fallen vacant, either by absenteeism or by resignation or by death at the next (forthcoming) Committee meeting. Such election should be brought to the notice of the members at the forthcoming annual general meeting and shall be subject to ratification by vote of the members at the forthcoming annual general meeting.

**Clause 14. Amendments.**

Any amendments to the constitution shall be made at the annual general meeting or special general meeting. Such amendments can be only made with the support of the majority members present. No amendment may be made to clause 5(A) (Objects), clause 22 (disposal of assets) or this clause (amendments) without the prior written approval of the Charity Commission and no amendment may be made which would cause the Association to cease to be a charity in law.



**Clause 22. Delete existing clause and replace with the following**

**Disposal of assets**

If the Committee decides that it is necessary or advisable to dissolve the Association it shall call a meeting of all members of the Association, of which meeting not less than 21 days notice (stating the terms of the resolution to be proposed) shall be given. If the proposal is confirmed by a two-thirds majority of those present and voting the Committee shall have the power to realise any assets held by or on behalf of the Association. Any assets remaining after the satisfaction of all the Association's proper debts and liabilities shall be given or transferred to such other charitable institution or institutions having objects similar to the objects of the Association as the members of the Association may determine and if and in so far as effect cannot be given to this provision any such remaining assets shall be given or transferred to such other charitable institution or institutions (which may be or include The British Red Cross Society so long as it remains a registered charity) or to or for such other charitable purpose or purposes as the committee may determine with the prior written approval of the Charity Commission.