

1 St. Osmund 11am Mass
1 St. Osmund 7.15pm Mass
1 Downton
1 Whaddon
Ex Officio clergy of the three
parishes
In the first year the three officers
Maybe supernummary, After
this they will be elected from
the parish representatives

A quorum shall be five people from the Management Committee with at least one member from each of the three participating parishes.

5. POWER TO MAKE REGULATIONS:

The Management Committee shall have the power to make, vary and revoke Regulations for:

- A the time, place and method of calling meetings of the Management Committee
- B the custody of monies, deeds, securities and documents belonging to SCORE
- C the invitation to and appointment of such persons as they may select to be Chairman, Treasurer and Secretary of SCORE.

6. AMENDMENTS:

The Management Committee may vary the provisions of this Constitution provided notice of any meeting of the Management Committee be called to consider such proposed variation shall be served on each member seven clear days beforehand.

7. POWER TO DELEGATE:

The Management Committee may use the services of any duly qualified or competent agent or servant to transact business within the field of his expertise, i.e. Gift Aid Organisers

8. ELECTED OFFICERS:

The members of SCORE shall appoint three elected officers to fill the following honorary positions:

Chairman
Treasurer
Secretary

Officers shall stand for a period of one year

9. PROCEDURES:

- A The Chairman may at any time, and two Management Committee members, cause the Secretary to convene a meeting of the Management Committee
- B The Chairman shall preside at all meetings of the Management Committee and/or Committee. If the Chairman is unable to be present he shall delegate a member of the Management Committee
- C Questions arising at any meeting shall be decided by a majority of votes (each member of the committee present having one vote) and in the case of equality of votes the Chairman shall have the casting vote.
- D The majority shall be a simple majority.
- E Notice of every meeting of the Management Committee and shall be served by the Secretary to each Management Committee seven days before the meeting.
- F Every notice of a meeting shall state the place, day and hour of the meeting and the business to be transacted.
- G The Management Committee shall, when necessary, call a meeting of the Parish Treasurers and/or Gift Aid Organisers to discuss SCORE procedures.
- H There shall be a minimum of four meetings a year.
- I An Annual General Meeting to be held at the first meeting of each new calendar year.
- J The Management Committee will be the final arbiter in the interpretation of the objects of SCORE.

10. REPORTING RECORDS AND ACCOUNTS:

- A The Management Committee to ensure proper minutes be kept on file.
- B Such minutes of any meeting be signed by the Chairman of such meeting or by the Chairman of the next succeeding meeting, shall be conclusive evidence of the matters stated in such minutes.
- C The Management Committee shall ensure full and punctual accounts be kept of the funds, and at least once in every year prepare a statement of account.
- D The Management Committee shall arrange for an inspection of these accounts when published.
- E The Management Committee shall make a report to the parishes at least once a year.
- F SCORE is operated under the authority of Clifton Diocesan Trustees Registered (No: 233977) and will make an annual report to the Finance Office of the Clifton Diocese

11. APPOINTMENTS AND RETIREMENTS OF MANAGEMENT COMMITTEE:

- A A new Management Committee member may be appointed by a resolution of the Management Committee and recorded in the minutes
- B A Management Committee member may retire by writing in his own hand and such retirement shall be recorded in the minutes.
- C A Management Committee member may serve for three years but shall be eligible for re-election for a further period of one year after which they must stand down for at least one year.
- D The office of a Management Committee member shall be vacated if:
 - He/she resigns office by notice in writing
 - Ceases to reside in the Salisbury parishes
 - Is absent from three consecutive meetings of the Management Committee
 - The other Management Committee members can unanimously pass a resolution to this effect.
 - The number of Management Committee members shall not be less than five and in the event of their number falling below five such additional Management Committee members shall forthwith be appointed from the membership of SCORE to make up the number to five.

CHARGING/OUT OF POCKET EXPENSES:

A Management Committee committee member shall not receive any remuneration or benefit from the fund other than the repayment of reasonable and proper out-of-pocket expenses incurred in connection with the work of SCORE

WINDING UP OF SCORE:

If 75% of the Management Committee at any time decide that it is expedient to discontinue SCORE, any assets remaining after paying off all debts and liabilities shall be given to such other charitable institution or institutions having similar objects to SCORE as the Management Committee shall decide.