Amended following the Annual General Meeting 11.11.2004/Amended 17.11.04/Amended 01/12/04/Amended 2 June 2005/ Amended 2 November 2010

3693002

GREATER LONDON FUND FOR THE BLIND

THE COMPANIES ACT 1985 AND 1989 COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL

ARTICLES OF ASSOCIATION



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INTERPRETATION

1. In these Articles --

"the Act" means the Companies Act 1985 including any statutory modification or re-enactment thereof for the time being in force;

"the Area" means the area bounded by the M25 motorway;

"the Articles" means these Articles of Association of the Charity;

"the Charity" means the company regulated by these Articles;

"the Board" means meetings of Trustees as regulated by these Articles;

"the Financial Year" means 1 April to 31 March or any other period determined by the Board;

"Member" and "Member Society" have the meanings set out in Article 3 and the word Member shall where the context admits mean all members whether an individual or a Society

"the Memorandum" means the Memorandum of Association of the Charity

"Officer(s)" has the meaning set out in Article 34 and shall comprise the Chair, the Vice-Chair and the Treasurer(s);

"Person" means a natural person or a body corporate or unincorporate;

"the Seal" means the common seal of the Charity if it has one,

"Special Resolution" means a resolution passed by Member Societies in accordance with Article 63

"Special Resolution of the Board" means a resolution passed by a majority of not less than three-fourths (or in the case of a fraction the nearest whole number larger than that figure) of those Trustees present and entitled to vote at a meeting of which not less than twenty-one (21) clear days' notice specifying the intention to propose such resolution has been given both to Trustees and to all Member Societies

"Trustees" means the directors of the Charity

"the United Kingdom" means Great Britain and Northern Ireland; and words importing the masculine gender only shall include the feminine gender;

Subject as above words or expressions contained in these Articles shall, unless the context requires otherwise, bear the same meaning as in the Act.

Writing - shall include Fax, Email and similar communication.

ORGANIZATION

2. The Charity shall comprise the Members and shall be administered and operated by the Trustees (which shall include the Officers) through the Board.

MEMBERS

- 3 (1) The subscribers to the Memorandum shall be the first Members of the Charity
- (2) The Independent Trustee for the time being who is Chair of the Board shall be a Member during his or her term of office.
- (3) Other Members of the Charity shall be such other charitable bodies of which the primary object is the benefit of blind and partially-sighted persons and the admission of which to the Charity shall have been approved by Special Resolution of the Board after consultation with existing Members

A Member of the Charity other than the Chair is referred to in these Articles as a "Member Society".

(4) A new Member Society shall become a Member of the Charity on the execution on its behalf and on behalf of the Board of a Memorandum in the terms following, which shall take effect from the date therein mentioned.

Memorandum

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[na	me	of new	Mem	ber S	Society) sh	all be	a Me	ember	Socie	ty of	Grea	ter
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Signed	• • • • • • • • • • • • • • • • • • • •
on behalf	of the new Member Society
Signed:	

on behalf of the Board

- (5) Each Member Society shall notify the name of the individual nominated by it to be its representative at General Meetings to the Charity. If the individual resigns from, or otherwise leaves the Member Society, he shall forthwith cease to be the person nominated for the purpose of clause 3 (3).
- (6) Each Member Society shall within three (3) months of the approval of its Accounts send a copy of its Annual Report and Accounts to the Charity together with a report to the Chair of the Charity as to how funds received from the Charity during the previous year have been used by the Member Society. The member shall provide such further information and allow such inspection of its records, premises or activities as the Trustees reasonably require. In addition all recipients of Funding will be subject to

the requirement to submit quarterly reports detailing how funds received have been spent.

(7) A representative of the Charity (either an Officer or the Chief Executive) shall endeavour to visit each Member Society at least once in the course of the financial year of the Charity. Each Member Society shall use his/her best endeavours to facilitate this visit and accompany the representative of the Charity.

TERMINATION OF MEMBERSHIP

- 4. (1) Any Member Society may withdraw from membership with effect from the end of any financial year of the Charity on giving not less than six months' previous notice in writing to the other parties hereto, provided that after such withdrawal the number of Member Societies is not less than two.
- (2) If there shall be any significant breach or non-observance of any of its obligations to the Charity by a Member Society the Board may give written notice to that Member Society that such breach or non-observance has occurred and require that it be remedied (if capable of remedy) within not less than twenty-eight (28) days. If such breach or non-observance has not been remedied within such specified period or is not capable of remedy or there has been previous non-observance of which written notice has been given a Special Resolution of the Board shall be put to a meeting of the Board for the termination of the membership of the defaulting Member Society with effect from a date not more than six months after the vote is taken thereon as resolved by the Board

If the Government or any local or health authority shall become entitled (whether beneficially or as Trustee or otherwise) to any monies payable to any Member Society, the Board may, by Special Resolution of the Board, terminate the membership of that Member Society at the end of any financial year of the Charity on giving not less than two months' prior notice of its intention so to do.

Prior to passing such a Special Resolution the Board shall give the Member Society the right to make verbal or written representations.

Where a written notice has been served the Board may resolve to withhold any further payments to that Member Society.

- (3) On withdrawal of a Member Society:-
- (a) the withdrawing Member Society shall be entitled to any funds allocated to it specifically under clause 5 (3) hereof and to its allocation of moneys under clause 5 (1) hereof and be responsible for its share of the expenses of the Charity up to the date of its ceasing to be a Member Society and thereafter shall have no further claim against the capital income or other assets of the Charity and shall be indemnified by the remaining Member Societies against future liabilities of the Charity and shall not thereafter use the names of "Greater London Fund for the Blind" or "United Fund for Blind People" or either of them,

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or any name similar to either of them or claim any connection with any body having any such name or similar name.

the proportion of moneys otherwise payable to the withdrawing Member shall be held in the general reserve until a Special Resolution of the Board is passed by the Board as to its future use.

on termination of membership for breach or non-observance no sums (including any withheld sums) shall be payable to the Member Society.

(4) Fundraising

Having regard to the need for a spirit of real co-operation and close communication between the Charity and the Member Societies, the Member Societies shall be allowed to make their own appeals for funds within the Area except by means of:-

- (1) charity shops;
- (11) all static collecting devices (ie boxes, bottles, models, etc)
- (111) public collections on stations, shopping centres and arcades, house-to-house and public highway.

Exceptions may be made by Special Resolution of the Board

4.5 The Chair of the Board will cease to be a member if he or she resigns their membership or ceases to be Chair of the Board

DIVISION OF INCOME OF THE CHARITY

- 5. (1) The residue of all moneys received by the Charity in each Financial Year except:-
- (a) those required to meet liabilities or expenses,
- (b) any restricted funds received, paid, or awaiting reallocation;
- (c) any moneys received, paid or allocated under clause 5 (4) hereof; and
- (d) such carry-forward retentions or reserves as may be determined by the Board;
- (e) any exceptional or unbudgeted income (meaning income more than 6% in excess of that budgeted for under that head of income or income not budged for) received which at its discretion, the Board decides not to distribute or to invest, in full or in part.

shall be divided between the charities set out below in each year in the proportions set out not later than six months after the close of the Financial Year. The Member Societies may by Special Resolution vary the proportions allocated at intervals of not less than three years. Such resolution may also provide for the distribution of funds to other bodies for purposes within the Objects. Provided that such Special Resolution shall not reduce the percentage share of income of a Member Society to less than the amount set out below unless a Special Resolution is approved by all those members present and voting or to less than 50% of the share payable to that Member Society in 20010-2011 in any period after 31 March 2011 unless a Special Resolution is approved by all bar one of those Members present and voting

Name of Member Society	2005 - 2006	2006 -7	2007- 8	2008- 9	2009- 10	2010- 2011
The Royal London Society for the Blind (RLSB	0%	0%	0%	0%	0%	_

The Royal School for the Blind	17%	15%	13%	12.00	11%	10%
(SeeAbility				,		
Metropolitan	17%	15%	13%	12.00	11%	10%
Society for the				ક		
Blind						
London Association	0%	0%	0%	-	-	_
for the Blind						
(Action)		<u> </u>				
GWB	7%	7%	7%	7%	7%	7%
National Library	7%	7%	7%	7%	7%	7%
for the Blind	7.0				7.0	7.
Middlesex	7%	7%	7%	7%	7%	7%
Association for the			1			
Blind	4.0	F.0.			F.0.	- n
Croydon Voluntary	4%	5%	5%	5%	5%	5%
Association for the	1					
Blind	30	4.0				5%
Merton Association for the Blind	3%	4%	5%	5%	5%	28
	4%	5%	5%	5%	5%	5%
Surrey Association for Visual	4.6	36	36	76	36	36
Impairment						
Kingston Upon	3%	3%	3%	5%	5%	5%
Thames Association	3 %	3.0	3*	"	5%	5 °
for the Blind						
Sutton Association	3%	4%	5%	5%	5%	5%
for the Blind				-		
Total % Funds	72%	72%	70%	70%	68%	66%
Allocated						
For distribution by	28%	28%	30%	30%	32%	34%
the Board			<u> </u>			

- (2) The recipient of funds shall effectively prudently and with reasonable immediacy apply funds received for purposes within the Objects of the Charity.
- (3) The Board may allocate such sums as it shall deem necessary to other societies (not being a Member Society) carrying out welfare work for blind people within the Objects subject to the maximum shown in 5.1 for distribution by the Board

Any unused allocation awarded to these groups will, after a period of 12 months has elapsed, be considered and where appropriate re-allocated by the Board.

- (4) **NOTWITHSTANDING** anything detailed above the Charity may accept any moneys or property on behalf of one or more of its Member Societies if expressly requested so to do by the donor.
- (5) Notwithstanding anything detailed above the Board may withhold any payment where they have reason to believe that:-

It will not be applied for purposes within the Charity's Objects

The recipient is or appears likely to become insolvent, or unable to deliver its charitable purposes, or is subject to investigation by the Charity Commission, or has any form of receiver appointed

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The recipient is in breach or fails to fully comply with its obligation to or under any agreement with the Charity

Any sum withheld shall be applied as the Board decide provided that the Board shall consider any representations in person or in writing before paying it to any other party.

GENERAL MEETINGS

- 6. The Charity shall hold an annual general meeting each year in addition to any other meetings in that year, and shall specify the meeting as such in the notices calling it; and not more than fifteen months shall elapse between the date of one annual general meeting of the Charity and that of the next: provided that so long as the Charity holds its first annual general meeting within eighteen months of its incorporation, it need not hold it in the year of its incorporation or in the following year. The annual general meeting shall be held at such times and places as the Trustees shall appoint. All general meetings other than annual general meetings shall be called extraordinary general meetings.
- 7. The Trustees may call general meetings and, on the requisition of two Members shall forthwith proceed within three weeks to convene an extraordinary general meeting for a date agreed with those members or in default not later than seven weeks after receipt of the requisition.

NOTICE OF GENERAL MEETINGS

- 8. An annual general meeting shall be called by at least twenty-one clear days' notice. All other general meetings shall be called by at least fourteen (14) clear days' notice but a general meeting may be called by shorter notice if it is so agreed:
- (1) in the case of an annual general meeting, by all the Members entitled to attend and vote; and
- (2) in the case of any other meeting by a majority in number of Members having a right to attend and vote, being a majority together holding not less than ninety five per cent (95%) of the total voting rights at the meeting of all the Members.

The notice shall specify the time and place of the meeting and the general nature of the business to be transacted and, in the case of an annual general meeting, shall specify the meeting as such

The notice shall be given to all the Members and to the Trustees and auditors

9. The accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any person entitled to receive notice shall not invalidate the proceedings at that meeting.

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- 10. No business shall be transacted at any meeting unless a quorum is present. A quorum shall be six (6) Members.
- 11. If a quorum is not present within half an hour from the time appointed for the meeting, or if during a meeting a quorum ceases to be present, the meeting shall stand adjourned to the same day in the next week at the same time and place or to such time and place as the Trustees may determine and those present on that day shall constitute a quorum.
- 12. The Chair shall preside as chair of the meeting, but if the Chair is not present within fifteen minutes after the time appointed for holding the meeting and willing to act, the Trustees present shall elect one of their number to be chair.
- 13. A Trustee shall, notwithstanding that he or she is not a Member, be entitled to attend, and speak at any general meeting.
- 14. The Chair may, with the consent of a meeting at which a quorum is present (and shall if so directed by the meeting), adjourn the meeting from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than business which might properly have been transacted at the meeting had adjournment not taken place. When a meeting is adjourned for fourteen days or more, at least seven clear days' notice shall be given specifying the time and place of the adjourned meeting and the general nature of the business to be transacted. Otherwise it shall not be necessary to give any such notice.
- 15. A resolution put to the vote of a meeting shall be decided on a show of hands unless before, or on the declaration of the result of the show of hands, a poll is duly demanded. Subject to the provisions of the Act, a poll may be demanded:
 - (1) by the chair; or
- (2) by at least two Members having the right to vote at the meeting; or
- (3) by a number of Members representing not less than onetenth of the total voting rights of all the Members having the right to vote at the meeting.
- 16. Unless a poll is duly demanded, a declaration by the chair that a resolution has been carried or carried unanimously, or by a particular majority, or lost, or not carried by a particular majority, an entry to that effect in the minutes of the meeting shall be conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against the resolution.
- 17. The demand for a poll may be withdrawn, before the poll is taken, but only with the consent of the chair. The withdrawal of a demand for a poll shall not invalidate the result of a show of hands declared before the demand for the poll was made.
- 18. A poll shall be taken as the Chair directs and he may appoint scrutineers (who need not be Members) and fix a time and place for declaring the results of the poll. The result of the

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poll shall be deemed to be the resolution of the meeting at which the poll is demanded.

- 19. In the case of an equality of votes, whether on a show of hands or on a poll, the Chair shall not be entitled to a casting vote.
- 20. A poll demanded on the election of a chair or on a question of adjournment shall be taken immediately. A poll demanded on any other question shall be taken either immediately or at such time and place as the Chair directs being not more than thirty days after the poll is demanded. The demand for a poll shall not prevent continuance of a meeting for the transaction of any business other than the question on which the poll is demanded. If a poll is demanded before the declaration of the result of a show of hands and the demand is duly withdrawn, the meeting shall continue as if the demand had not been made.
- 21. No notice need be given of a poll not taken immediately if the time and place at which it is to be taken are announced at the meeting at which it is demanded. In other cases at least seven clear days' notice shall be given specifying the time and place at which the poll is to be taken.

VOTES OF MEMBERS

Every Member shall have one vote.

- No objection shall be raised to the qualification of any voter except at the meeting or adjourned meeting at which the vote objected to is tendered, and every vote not disallowed at the meeting shall be valid. Any objection made in due time shall be referred to the Chair whose decision shall be final and conclusive.
- 24. A vote given or poll demanded by the duly authorized representative of a Member Society shall be valid notwithstanding the previous determination of the authority of the person voting or demanding a poll, unless notice of the determination was received by the Charity at the office before the commencement of the meeting or adjourned meeting at which the vote is given or the poll demanded or (in the case of a poll taken otherwise than on the same day as the meeting or adjourned meeting) the time appointed for taking the poll.
- Any organization which is a Member of the Charity may by resolution of its Council or other governing body authorize such person as it thinks fit to act as its representative at any meeting of the Charity, and the person so authorized shall be entitled to exercise the same powers on behalf of the organization which he or she represents as the organization could exercise if it were an individual Member of the Charity. A member of the Charity may not vote by written proxies.

TRUSTEES

26. There shall be a minimum of seven trustees but not more than nine trustees

- (1) not more than four of whom shall be elected by and from among the representatives of Member Societies; and
- (2) not more than five of whom shall be elected by the Members from persons nominated by Trustees or Members who are neither trustees, employees of or volunteers for current Members (The Independent Trustees).

Where a vacancy occurred between Annual General meetings a replacement may be appointed by the Board if that vacancy was among the Independent Trustees or by a poll among Member Societies if the vacancy was from among those elected by Member Societies. Such appointees shall hold office until the next AGM but may be elected to a further term of office.

27. The elected Trustees shall hold office for an initial term of three years from election and shall be entitled to be elected for a further term or terms of three years thereafter and shall not be required to retire by rotation.

Trustees who are Officers at the point of retirement shall remain in office until the conclusion of the Board meeting following the Annual General Meeting at which their term of office ends and the size of the Board may be greater during that period.

POWERS OF TRUSTEES

- 28. The Board may exercise any of the powers of the Charity unless these Articles provide otherwise. In addition to all powers hereby expressly conferred upon it and without detracting from the generality of their powers under the Articles the Board shall have the following powers, namely:
- (1) to expend the funds of the Charity in such manner as they shall consider most beneficial for the achievement of the objects and to invest in the name of the Charity such part of the funds as they may see fit and to direct the sale or transposition of any such investments and to expend the proceeds of any such sale in furtherance of the objects of the Charity,
 - (2) to enter into contracts on behalf of the Charity
- 29. No person may be appointed as a Trustee:-
- (1) unless he has attained the age of eighteen (18) years; or
- (2) in circumstances such that, had he already been a Trustee, he would have been disqualified from acting.
- 30. A Trustee shall cease to hold office if he:-
- (1) ceases to be a Trustee by virtue of any provision in the Act or is disqualified from acting as a Trustee by virtue of section 72 of the Charities Act 1993 (or any statutory reenactment or modification of that provision);

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- (2) becomes incapable by reason of mental disorder, illness or injury of managing and administering his own affairs;
- (3) resigns his office by notice to the Charity (but only if at least two Trustees will remain in office when the notice of resignation is to take effect);
- (4) is removed from office by the Members passing an ordinary resolution. At least twenty-eight days' notice must be given to the Charity and at least twenty-one days' notice given to the membership of such resolution. The Charity must upon receipt of such notice immediately send a copy of it to the Trustee concerned. The Trustee concerned has a right to be heard at the general meeting or to make a written statement of reasonable length. If the statement is received in time it must be circulated with the notice of the meeting. If it is not sent out the Member may require it to be read to the meeting.

TRUSTEES' EXPENSES AND FINANCIAL INTERESTS

The Trustees may be paid all reasonable travelling, hotel and other expenses properly incurred by them in connection with their attendance at meetings of Trustees or committee of Trustees or general meetings or otherwise in connection with the discharge of their duties, but shall otherwise be paid no remuneration.

32. Except to the extent permitted by the Memorandum, no Trustee shall take or hold any interest in property belonging to the Charity or receive remuneration or be interested otherwise than as a Trustee in any other contract to which the Charity is a party.

PATRON/PRESIDENT

33. The Board may appoint or remove Patrons or Presidents of the Charity.

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HONORARY OFFICERS

- 34 (1) At the first meeting of the Board following the Annual General Meeting there shall be elected from among the Independent Trustees, a Chair, a Vice-Chair and a Treasurer (together called "the Honorary Officers") who shall hold office from the conclusion of that meeting for a three year term until the first meeting following the third AGM following their election, when they shall be eligible for re-election for a second term of three years. Pending the election of any new Officer the former Officer shall remain in office if willing to act.
- (2) No Honorary Officer may hold office for a term longer than two three year terms and may not be re-elected for the same office after that period without a Special Resolution of the Board.

The Honorary Treasurer should be the holder of an accountancy qualification

(3) Any Honorary Officer may be removed by Special Resolution of the Board and any casual vacancy in such office may be filled by the Board until the first meeting of the Board following the next Annual General Meeting by a person qualified to be elected.

THE BOARD

- 35 The Board shall consist of the Trustees.
- 36. Subject to the provisions of the Articles, the Board may regulate its proceedings as it thinks fit.
- 37. The Board shall hold at least four ordinary meetings each year (the dates of which shall be agreed by the Trustees) upon not less than seven days' notice being given to the Trustees of the matters to be discussed. A special meeting may be called at any time with twenty-one (21) days' notice in writing by any five Trustees. Notice may be waived by unanimous agreement.
- 38. The Chair shall chair meetings of the Board If the Chair is absent from any meeting, the Vice-Chair or Honorary Treasurer shall chair the meeting and if none of the officers shall not be present or refuse to chair the meeting the Trustees present shall choose one of the Independent Trustees to chair the meeting before any other business is transacted.
- 39. There shall be a quorum when at least half of the Trustees are present throughout the meeting. A Trustee may participate in a meeting by teleconference or other medium which allows all trustees to both hear and be heard.
- 40. Unless otherwise provided herein every matter shall be determined by a majority of votes of those present. In the case of equality of votes the motion, or any amendment thereto, falls.
- 41. At any meeting of the Board a resolution put to the vote of the meeting shall be decided on a show of hands.
- 42. The Trustees including Officers shall each have one vote. A Trustee may appoint a proxy to act as his delegate at a meeting
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of the Board if he is unable to attend. The proxy may only vote on a Special Resolution of the Board. Written notice of the proxy's status should be given to the Charity in advance of the meeting.

- 43. The Board shall keep minutes, in books kept for the purpose, of the proceedings at meetings of the Board, and any sub-Board.
- 44. The accidental omission to give notice of a meeting to or the non-receipt of such notice by any person entitled to receive notice thereof shall not invalidate any resolution passed or proceedings held at any meeting.
- 45. The Board may from time to time make and alter rules for the conduct of its business provided that no rule may be made which is inconsistent with the Articles.
- 46. The Board may appoint one or more sub-committees for the purpose of making any enquiry or supervising or performing any function or duty which in the opinion of the Board would be more conveniently undertaken or carried by a sub-committee: provided that all acts and proceedings of any such sub-committee shall be fully and promptly reported to the Board. The sub-committee may co-opt any person or persons (without voting rights). The terms of reference of such sub-committee shall be fixed in advance by the Board.
- 47. A resolution in writing, signed by all the Trustees, shall be as valid and effective as if it had been passed at a meeting of the Board duly convened and held. Such a resolution may consist of several documents in the same form, each signed by one or more of the Trustees.

FURTHER POWERS OF THE BOARD

- 48. Any two Trustees and the CEO or other senior staff member from time to time shall be authorized by the Board to execute any deeds or documents on behalf of the Charity and no other person or party shall be concerned to question such authority.
- 49. The Board may from time to time appoint a person to be the Chief Executive of the Charity (whether called Chief Executive or the Director or some other title) to carry on the day-to-day business of the Charity under the authority and supervision of the Board.

The terms of such appointment shall be approved in advance by the Board and no dismissal of that Chief Executive shall be made except by the Chair (or in his absence the Vice-Chair) after consultation with the Trustees.

GENERAL PROVISIONS RELATING TO THE BOARD

- 50. The provisions contained herein relating to the Board meetings and their proceedings and resolutions shall (mutatis mutandis) apply to all proceedings of any sub-committee unless the contrary is expressly stated herein or unless otherwise resolved by the Board.
- 51. Unless otherwise resolved by the Board, each sub-committee shall fix its own quorums.
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RECEIPTS AND EXPENDITURE

- 52. The funds of the Charity, including all donations, contributions and bequests, shall be paid into an account operated by the Board in the name of the Charity at such Bank as the Board shall from time to time decide.
- 53. The funds belonging to the Charity shall be applied only in furthering the Objects as defined in the Memorandum.
- 54. All monies and cheques from time to time received for the Charity shall forthwith be paid into a bank account in the name of the Charity.
- 55. All cheques, promissory notes, drafts, bills of exchange and other negotiable or transferable instruments and all receipts of the money paid to the Charity shall be signed, drawn, accepted, endorsed, or otherwise executed as the case may be in such manner as the Board shall from time to time by resolution determine.

MINUTES

- 56. The Trustees shall keep minutes in books kept for the purpose:-
- (1) of all appointments of Officers made by the Trustees; and
- (2) of all proceedings at meetings of the Charity and of the Trustees and of the Board of Trustees including the names of those present at each such meeting.

THE SEAL

57. The seal shall only be used by the authority of the Board or of a sub-committee authorized by the Board. The Board may determine who shall sign any instrument to which the seal is affixed and unless otherwise so determined it shall be signed by two Trustees or a Trustee and the Company Secretary or Chief Executive Officer as designated senior officer.

ACCOUNTS

- 58. The Board shall comply with its obligations under the Act with regard to:-
 - the keeping of accounting records for the Charity;
- (2) the preparation of annual statement of account for the Charity;
- (3) the auditing or independent examination of the statements of account of the Charity; and
- (4) the transmission of the statements of account of the Charity to the Charity Commissioners.

ANNUAL REPORT AND RETURNS

59. The Trustees shall comply with their obligations under the Charities Act 1992 (or any statutory re-enactment or modification of that Act) with regard to the preparation of an annual report and return and its transmission to the Commissioners.

NOTICES

60. Any notice required to be served on any Member or Trustee shall be in writing and shall be served either personally or by sending it through the post in a pre-paid letter or by fax or email addressed to such Member or Trustee at their last known address in the United Kingdom, and any notice so sent shall be deemed to have been received within forty-eight hours of posting or sending unless the sender receives evidence of non-receipt.

Any notice to be given to or by any person pursuant to the Articles shall be in writing except that a notice calling a meeting of the Board need not be in writing.

INDEMNITY

61. Subject to the provisions of the Act every Trustee or other officer of the Charity shall be indemnified out of the assets of the Charity against any liability incurred by him in that capacity in defending any proceedings, whether civil or criminal, in which judgment is given in his favour or in which he is acquitted or in connection with any application in which relief is granted to him by the court from liability for negligence, default, breach of duty or breach of trust in relation to the affairs of the Charity.

INDEMNITY INSURANCE

62. The Trustees may authorise the payment of any premium in respect of any indemnity insurance to cover the liability of the Trustees (or any of them) which by virtue of any rule of law would otherwise attach to them in respect of any negligence, default, breach of duty or breach of trust of which they may be guilty in relation to the Charity: provided that any such insurance shall not extend to any claim arising out of any act or omission which the Trustees (or any of them) knew or ought reasonably to have known was a breach of duty or breach of trust or which was committed by the Trustees (or any of them) in reckless disregard of whether it was a breach of duty or breach of trust or not.

AMENDMENT

63. The Charity may alter these Articles only by a special resolution. A special resolution must be passed at a meeting of Members of which 21 days' notice has been given of the intention to pass a special resolution and at which 75% of those voting must be in favour of. Such a resolution may be passed on shorter notice if 95% of members having the right to vote agree. No alteration may be made to an article which directs or restricts the way monies or property of the Charity is applied, or permits any benefit for any Trustee whether direct or indirect, without the Charity Commission's prior written approval Provided that the provision in clause 5(1) requiring unanimous approval by all

those members present and voting or all bar one for a Special Resolution and this clause may in the period prior to 31 March 2011 only be amended by a Special Resolution approved by all those Members present and voting and in the period following that date by a resolution approved all bar one of those Members present and voting

64. No amendment may be made to the Memorandum or Articles which would have the effect of making the Charity cease to be a charity at law.