



**The National Unpaid Carers Union and
Forum**

The Constitution of the National Unpaid carers Union
and Forum

The name of the group is the National Unpaid Carers Union and Forum and will hereafter be referred to as “the group” in this document.

The aims of the group

The aims of the group can be determined as our objectives.

Objective 1: To gain recognition for the group from HM Government and the Department of Work and Pensions.

Objective 2: To ensure financial stability for carers through an increase of carers allowance to either the National Minimum Wage or to a rate that is conducive with carers and their inability to work.

Objective 3: To seek a review date for carers allowance from the Prime Minister and ensure appropriate communication between carers and the Department for Work and Pensions.

We will further seek a national programme of support for carers that can be rolled out across the whole of the United Kingdom opposed to the current local authority packages.

Powers of the Group

To further these aims, the group may exercise the following powers:

- To raise funds and receive contributions, donations or otherwise, provided that the group shall not undertake any permanent activity.
- To bring together representatives of voluntary and statutory organisations, governmental departments and individuals;

- i) To produce leaflets and/or posters to publicise the groups activities.
 - ii) To hold meetings quarterly and annually.
 - iii) To employ staff, when necessary, to carry out work for the group.
- To pay the necessary expenses involved in running the group
 - To undertake any lawful activity to further the aims of the group.

Membership

Membership to the group shall be open to all persons in sympathy with the groups aims and willing to abide by this constitution.

Members who have identified themselves as a carer will each have one vote and will be eligible to stand for election on to the groups committee.

The group will be non-party political and will remain non-sectarian, and will be committed to non-discriminatory practices and equal opportunities.

Management Committee

The group shall elect a committee of 5 members, a chairperson, secretary and treasurer who will direct the policy and management of the group. They shall be elected to serve for one year after which time they may stand for re-election.

The Chair will have a casting vote in the event of a tie.

The committee will have the power to co-opt members if it wishes to use this power.

The committee will meet a minimum of 4 times a year. The quorum level will be set at 5 *members of the committee*

Meetings

General meetings will be held as often as necessary and minimum of 4 times a year.

An Annual General Meeting (AGM) of the group shall be held every year in the month of November. All members shall be notified not less than fourteen days before the meeting. An agenda will be circulated. Business of the AGM will include electing the committee, reporting on the activities during the year, amendments to the constitution and approval of the group's accounts.

An Extraordinary General Meeting (EGM) can be held at the chair's discretion or by a written request to the chair of not less than 5 members.

The meeting shall be called within twenty-one days of such a request and appropriate measures taken to inform all members. An Extraordinary General Meeting should only consider the business specified in the request.

Finances

- Any money raised shall be used to further the aims of the group and for no other purpose.
- A bank account will be opened in the name of the group.
- The account will require two signatures on any cheque or other bank document. There will be four signatories available to the treasurer for signing cheques.
- A simple written note of the group's financial position will be produced and available at committee meetings.
- A statement of accounts verified by a competent person who is independent of the group shall be tabled at the AGM.
- No member shall derive any financial benefit from the group, except for payment salaries.

- No money will be paid out in the name of the group without a receipt being presented.

Amendments to the constitution

If amendment(s) to the constitution are necessary, members will be informed in writing and given the opportunity to consider and vote on the amendments. The amendment(s) will be made if there is a two-thirds majority vote of members.

Dissolution

If the committee, by a simple majority, deem it advisable to dissolve the group, it shall call for the opinion of all the members of the group by way of a poll giving not less than 14 days' notice.

If such a decision is confirmed by a majority of those polled, then all the assets of the group shall be transferred to another local voluntary group or community group with similar aims.

Adopted on theday of, 20. ...

Signed (Chair)

Signed (Treasurer)

Signed (Secretary)