

CONSTITUTION OF

THE NORTH OXFORDSHIRE COMMUNITY FOOD BANK

1. Name

The name of the organisation is North Oxfordshire Community Food Bank (NOCFB)

2. Aims and objectives

- 2.1. We are founders of the NOCFB and our aim is to provide food parcels to people within the Kidlington, Woodstock, Chipping Norton and Charlbury areas. The food parcels provided will contain essential food for individuals in case of emergency, covering the time it takes for other social care infrastructure to come into play.
- 2.2. NOCFB is a faith based organisation that sources donated and surplus food from the food and grocery industry to distribute to individuals in need.

3. Powers

The activities by which NOCFB will carry out its purposes and aims:

- 3.1. NOCFB will raise the donated and surplus food by enlisting donor companies, organizations and individuals who will commit to distribute their donations to NOCFB.
- 3.2. Raise funds through individual and corporate donations, government grants, foundation grants, special fundraising events and promoting legacy gifts or planned giving and e-donations.
- 3.3. Rent a storage area and distribution office (foodbank centre) for the food parcels to be stored and distributed to individuals.
- 3.4. Lease or hire a vehicle for the purpose of delivering the food parcels.
- 3.5. Employ both salaried and voluntary employees to staff the foodbank centre for distribution of food parcels both in the centre and for home deliveries.
- 3.6. Take out Liability Insurance and other necessary insurances to run a foodbank as legally required.
- 3.7. Liaise with other local and national Foodbanks to assist and receive assistance from time to time with fundraising and generally raising awareness of the NOCFB project.
- 3.8. Liaise with local churches, schools, special interest charities for children and the elderly as well as social services, to distribute information about the NOCFB project.
- 3.9. Employ a marketing, sales and website managers to promote the aims and purposes of NOCFB.

4. Membership

- 4.1.1 Membership of the NOCFB shall be open to any person who is interested in carrying out the purposes/aims of the NOCFB.
- 4.2 Members will consist of individuals or corporations who have completed the membership application, paid any annual membership dues and been approved of in writing by the Executive Committee.
- 4.3. Membership applications will be considered twice a year.
- 4.4. Every member shall have one vote.

5. General Meeting

- 5.1. There shall be an Annual General Meeting of NOCFB of which 21 days notice shall be given to all the members.
- 5.2. Nominations for election to the Executive Committee must be in the hands of the Secretary before the Annual General Meeting begins. Should nominations be greater than the number of places available election shall be by ballot.
- 5.3. At the Annual General Meeting of NOCFB the members shall elect a Chair, Secretary and Treasurer and Executive Committee.
- 5.4. The Secretary will call the AGM by giving 21 days written notice to the members.
- 5.5. If the committee is divided on an issue and a vote needs to be taken, the decision will be taken on a majority of votes, with the Chair having a casting vote in the event of an equal vote.
- 5.6. Minutes of the Annual General Meeting shall be kept.
- 5.7. The Annual General Meeting shall be considered valid when one tenth of the number of the members of NOCFB for the time being or 10 members of NOCFB, (whichever is greater), are present at any meeting.

6. Special General Meeting

A special General Meeting of NOCFB may be called when fifty percent of the members wish to discuss a particular issue.

7. Executive Committee

- 7.1. Only members are eligible to be selected for the Executive Committee. The selection process will take place the AGM.

10. Amendments to the Constitution

The constitution may be changed and updated by a vote of two thirds of the members. The amendments to the Constitution will take place at a general meeting specifically called for the purpose of amending the constitution and can be dealt with at the AGM.

11. DISSOLUTION

- 11.1 If the Executive Committee decides that NOCFB should be dissolved it may call a meeting of all the members, giving 21 days written notice.

11.2. If the proposal to dissolve is confirmed by a two thirds majority of those present and voting, the Executive Committee shall pass any assets held by the organisation to a local like-minded body.

The following Executive Committee members adopt the terms and conditions of this Constitution on 25th day of January 2010.

Chair person: _____

Treasurer: _____