

# Craze Kidz Club

Caldy Grange, Mill Road  
Cromer  
Norfolk  
NR27 0BG

Tel – 01263 516892  
Mobile – 07900 900494  
E-mail – enquiries@crazeekidzclub.co.uk  
Website – www.crazeekidzclub.co.uk



## Constitution

### **1 NAME**

The charity's name is "Craze Kidz Club"

### **2 THE PURPOSES OF THE CHARITY ARE:-**

To be a community resource, which will provide young people with something in addition to what is offered by families or school? We will be a place where the young people can be themselves, amongst peers in relative security. As well as being a resource for young people we also aim to provide a group for toddlers and their parents to be able have time with others. Furthermore, we aim to provide a resource for the older generation and their carers to come and enjoy some time with young people at events provide and run by the young people.

### **3 TRUSTEES**

The charity shall be managed by a committee of trustees who are appointed at the Annual General Meeting (AGM) of the charity.

The Trustee (sometimes referred to as the management committee) is made up of up to 12 persons. The trustee are made up of the following

- Chairperson, Treasurer, & Secretary & Fundraiser (each appointed to serve for a period of up to 3 years)
- Up to 4 Junior Leaders (aged under 18)
- If leaders or junior leaders are not filled from within the groups detailed, the trustees can increase representative from other groups, as long as total number does not exceed 12 persons.

### **4 CARRYING OUT THE PURPOSES**

In order to carry out the charitable purposes, the trustees have the power to:

- (1) raise funds, receive grants and donations
- (2) apply funds to carry out the work of the charity
- (3) co-operate with and support other charities with similar purposes
- (4) do anything which is lawful and necessary to achieve the purposes

Members of  
Momentum Norfolk  
Safer Programme



HMRC Registered Charity (XT 39138)

# Craze Kidz Club

Caldy Grange, Mill Road  
Cromer  
Norfolk  
NR27 0BG

Tel – 01263 516892  
Mobile – 07900 900494  
E-mail – enquiries@crazeekidzclub.co.uk  
Website – www.crazeekidzclub.co.uk



## **5 MEMBERSHIP**

The charity shall have a membership. People who support the work of the charity and are aged 18 or over, can apply to the trustees to become a member. Once accepted by the trustees, membership lasts for 3 years and may be renewed. The trustees will keep an up-to-date membership list.

The trustees may remove a person's membership if they believe it is in the best interests of the charity. The member has the right to be heard by the trustees before the decision is made and can be accompanied by a friend.

## **6 ANNUAL GENERAL MEETING - AGM**

1. The AGM must be held in July every year, with not less than 21 days' notice given to all members telling them what is on the agenda. Minutes must be kept of the AGM.
2. There must be at least 5 members present at the AGM.
3. Every member has one vote.
4. The trustees shall present the annual report and accounts.
5. Any member may stand for election as a trustee.
6. Members shall elect between 3 and 12 trustees to serve for the next year. They will retire at the next AGM but may stand for re-election. Officers & Fund Raiser can serve for up to 3 years before re-election.

## **7 TRUSTEE MEETINGS**

1. Trustees must hold at least 3 meetings each year. At their first meeting after the AGM they will elect a chair, treasurer and secretary, if not elected at the AGM. Trustees may act by majority decision.
2. At least 3 trustees must be present at the meeting to be able to take decisions. Minutes shall be kept for every meeting.
3. If trustees have a conflict of interest they must declare it and leave the meeting while this matter is being discussed or decided.
4. During the year, the trustees may appoint additional trustees. They will stand down at the next AGM.

Members of  
Momentum Norfolk  
Safer Programme



HMRC Registered Charity (XT 39138)

# Craze Kidz Club

Caldy Grange, Mill Road  
Cromer  
Norfolk  
NR27 0BG

Tel – 01263 516892  
Mobile – 07900 900494  
E-mail – enquiries@crazeekidzclub.co.uk  
Website – www.crazeekidzclub.co.uk



5. The trustees may make reasonable additional rules to help run the charity. These rules must not conflict with this constitution or the law.

## 8 MONEY AND PROPERTY

- (1) Money and property must only be used for the charity's purposes.
- (2) Trustees must keep accounts. The most recent annual accounts can be seen by anybody on request.
- (3) Trustees cannot receive any money or property from the charity, except to refund reasonable out of pocket expenses.
- (4) Money must be held in the charity's bank account. All cheques must be signed by the Treasurer if the value is £250.00 or under. All cheques over £250.00 must be signed by the Treasurer and the Chairperson.

## 9 GENERAL MEETINGS

1. If the Trustees consider it is necessary to change the constitution, or wind up the charity, they must call a General Meeting so that the membership can make the decision. Trustees must also call a General Meeting if they receive a written request from the majority of members. All members must be given 14 days notice and told the reason for the meeting. All decisions require a two thirds majority. Minutes must be kept.
2. **Winding up** - any money or property remaining after payment of debts must be given to a charity with similar purposes to this one.
3. **Changes to the Constitution** - can only be made at ABMs. No change can be made that would make the organisation no longer a charity.
4. **General Meeting** - called on written request from a majority of members.
5. Trustees may also call a General Meeting to consult the membership

Members of  
Momentum Norfolk  
Safer Programme



HMRC Registered Charity (XT 39138)

# Craze Kidz Club

Caldy Grange, Mill Road  
Cromer  
Norfolk  
NR27 0BG

Tel – 01263 516892  
Mobile – 07900 900494  
E-mail – enquiries@crazeekidzclub.co.uk  
Website – www.crazeekidzclub.co.uk



## 10 SETTING UP THE CHARITY

This constitution was adopted on Thursday 21<sup>st</sup> July 2016 at the Annual General Meeting and replaces any other constitution approved by the trustees with a date earlier than that printed on this constitution

Members of  
Momentum Norfolk  
Safer Programme



HMRC Registered Charity (XT 39138)