



CONSTITUTION

1. Name: The name of the organisation shall be Calderdale Forum 50 Plus.

2. Objectives: The Forum shall be an organisation run for the benefit of people aged 50 and over in Calderdale. It aims to represent and promote the collective voice of people over the age of 50 in Calderdale by a process of :-

- Representation
- Partnership Working and Influencing
- Information Sharing
- Collaboration
- Combatting Isolation and Loneliness

2.1 Representation: to provide a collective, non-political voice for people in Calderdale through representation, consultation and regular gathering of information on needs, opinions and issues.

2.2 Working in Partnership : to provide opportunities to influence statutory, voluntary and community and private sector organisations.

2.3 Information Sharing: to provide and link sources of information, advice, events and activities for people aged 50 and over in Calderdale.

2.4 Collaboration: to provide opportunities for collaboration and working with local groups of older people (aged over-50).

2.5 Combatting Isolation and Loneliness. Improving the lives of older people in Calderdale through the provision of information about social, activity and event-based opportunities.

3. Communication

3.1 Calderdale Forum 50 Plus provides news, event and activity updates for older people and their families and friends through its website and newsletters.

3.2 Calderdale Forum 50 Plus encourages feedback, issues and concerns via email or website contact form; invites website and newsletter readers to participate in online surveys and/or attend committee meetings; welcomes submissions of news, event information, activity listings for inclusion in the newsletter and website.

3.3 Interested parties can communicate, as per 3.2, on an individual basis or as a corporate body or group, or as the chosen representative of a particular group or organisation (which is not necessarily a charity or CIO)

3.3 Data. Calderdale Forum 50 Plus uses a GDPR-compliant email system to publish its newsletters and hold data on subscribers. Every email sent through its platform includes an

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unsubscribe link, placed in the email footer, to comply with legal regulations and allow recipients to opt-out of future communications. How the Forum uses personal data is described fully in the Privacy Notice.

4. Officers and Committee

4.1 Calderdale Forum 50 Plus shall elect a Management Committee at its first General Meeting and re-elect a Management Committee at its Annual General Meetings.

4.2 The Management Committee shall consist of a maximum of 12 members and a minimum of 4 including the officers: Chair or Vice Chair, Treasurer, and Secretary.

4.3 Nominations for the Management Committee should be received by email 7 days before each AGM; if there are insufficient nominations before the AGM, nominations may be taken from the floor of the meeting.

5. Terms of Office

5.1 The Management Committee shall consist of not less than 4 members, including Officers.

5.2 Co-opted Members may be appointed by the Management Committee to fill a vacancy, and may be ratified at the next AGM.

5.3 The Management Committee can request additional persons to attend meetings on an ad hoc basis, at the discretion of the Chair.

5.4 Officers shall not hold office for more than three consecutive years, except with the approval of the Annual General meeting, by a simple majority vote.

5.5 A Management Member will cease to hold office if they are absent from all meetings within a 6-month period and the Management Committee resolves to remove them, depending on circumstances.

6. Frequency of Meetings and Administration

6.1 The Management Committee will arrange an Annual General Meeting. Proxy voting will be available for these meetings.

6.2 On an annual basis there will be a review of the constitution, any policies and the composition of the Management Committee. This will be reported at the Forum AGM

6.3 The Management Committee members will decide on the frequency of its meetings, but this will not be less than every 2 months.

6.4 Agendas and supporting papers will be circulated to all Management Committee members at least five working days in advance of the meeting.

6.5 The Management Committee may appoint and direct sub-committees or working or action groups from time to time.

6.6 Management Committee meetings will be open in style and content and when space permits be accessible to any Calderdale resident aged over-50 who wishes to attend and has indicated in advance their intention to join the meeting.

6.6 Management Committee Members must declare an interest if they are likely to gain a personal benefit, that others would not otherwise receive.

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7. Public Meetings for Calderdale residents aged 50-plus.

7.1 The Management Committee may organise and hold as many public meetings or forums as agreed by the Committee. At least 2 Members of the Management Committee must attend.

8. Special Meetings may be called either:

8.1 by a majority of the Management Committee

8.2 by the Chair, giving 14 days written notice to Members

8.3 at the written request of not fewer than three Management Committee Members, delivered to the Chair, Vice-Chair, Treasurer or Secretary and followed by not less than 7 days written notice to people who may be interested through a notice on the website.

9. Finance

9.1 All funds shall be kept in a bank account in the name of Calderdale Forum 50 Plus.

Withdrawals shall require two designated signatures. All money held shall be used only to further the aims and administration of Calderdale Forum 50 Plus.

9.2 The Treasurer shall keep proper books of account and report on the financial state of Calderdale Forum 50Plus at each Management meeting.

9.3 The Treasurer shall prepare the appropriate accounts for each financial year which shall be subject to an annual independent examination and will be presented at the Annual General Meeting in each accounting year ending 31 March.

9.4 The accounts shall be open to inspection by any member of the Management Committee at any reasonable time on giving prior notice to the Treasurer.

10. Alteration to the Constitution

10.1 Any proposal to alter this Constitution must be made in writing to the Committee, who will bring the proposal to the next Management Meeting, and that Management Meeting shall decide how the proposal will be dealt with.

10.2 Notice of the special meeting shall be given by email and published on the website, not less than 7 days before the meeting and with full details of the proposal.

11. Dissolution

11.1 Calderdale Forum 50 Plus may be dissolved by resolution at a special meeting, not less than 28 days from the date of a notice that states clearly the purpose of the meeting.

11.2 A resolution dissolving Calderdale Forum 50 Plus shall be passed by a simple majority of the Management Committee voting in a secret ballot, and can be by proxy or postal vote.

11.3 At the dissolution meeting, the assets of Calderdale Forum 50 Plus remaining after discharging all debts due at that date, shall be distributed as decided by the Management Committee. Assets and any remaining funds shall be offered only to registered charities or community organisations with similar Aims and Objects to Calderdale Forum 50 Plus.

11.4 No assets shall be transferred to any member or group of members of the Management Committee of Calderdale Forum 50 Plus.

Signed 

PositionChair.....

Date23.08.2025.....