
THE CONSTITUTION
OF
SOUTH WEST POLICE COMPASSIONATE FUND

Date of constitution [14 SEPTEMBER 2021 – ENACTED UPON FROM 01/01/21]

1. Name

The name of the Charitable Incorporated Organisation ("the CIO") is South West Police Compassionate Fund.

2. National location of principal office

The CIO must have a principal office in England or Wales. The principal office of the CIO is in England.

3. Objects

The objects of the CIO are the prevention or relief of poverty, suffering, distress, ill-health or financial hardship amongst the Beneficiaries, in particular but not exclusively by providing such financial assistance and support to those individuals in such ways as the charity trustees see fit from time to time.

4. Powers

The CIO has power to do anything which is calculated to further its objects or is conducive or incidental to doing so. In particular, the CIO has power to:

- (a) Borrow money and to charge the whole or any part of its property as security for the repayment of the money borrowed. The CIO must comply as appropriate with sections 124 and 125 of the Charities Act 2011, if it wishes to mortgage land.
- (b) Buy, take on lease or in exchange, hire or otherwise acquire any property and to maintain and equip it for use.
- (c) Sell, lease or otherwise dispose of all or any part of the property belonging to the CIO. In exercising this power, the CIO must comply as appropriate with sections 117 and 119-123 of the Charities Act 2011.
- (d) Employ and remunerate such staff as are necessary for carrying out the work of the CIO. The CIO may employ or remunerate a charity trustee only to the extent that it is permitted to do so by clause 6 (Benefits and payments to charity trustees and connected persons) and provided it complies with the conditions of that clause.
- (e) Deposit or invest funds, employ a professional fund-manager, and arrange for the investments or other property of the CIO to be held in the name of a nominee, in the same manner and subject to the same conditions as the trustees of a trust are permitted to do by the Trustee Act 2000.

5. Application of income and property

- 5.1 The income and property of the CIO must be applied solely towards the promotion of the objects.
- (a) a charity trustee is entitled to be reimbursed from the property of the CIO or may pay out of such property reasonable expenses properly incurred by them when acting on behalf of the CIO.
 - (b) a charity trustee may benefit from trustee indemnity insurance cover purchased at the CIO's expense in accordance with, and subject to the conditions in, section 189 of the Charities Act 2011.
- 5.2 None of the income or property of the CIO may be paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to any member of the CIO.
- 5.3 Nothing in this clause shall prevent a charity trustee or connected person receiving any benefit or payment which is authorised by clause 6.

6. Benefits and payments to charity trustees and connected persons

6.1 General provisions

No charity trustee or connected person may:

- (a) Buy or receive any goods or services from the CIO on terms preferential to those applicable to members of the public.
- (b) Sell goods, services, or any interest in land to the CIO.
- (c) Be employed by, or receive any remuneration from, the CIO.
- (d) Receive any other financial benefit from the CIO,

unless the payment or benefit is permitted by clause 6.2 or authorised by the court or the prior written consent of the Charity Commission ("the Commission") has been obtained. In this clause, a "financial benefit" means a benefit, direct or indirect, which is either money or has a monetary value.

6.2 Scope and powers permitting trustees' or connected persons' benefits

- (a) A charity trustee or connected person may receive a benefit from the CIO as a beneficiary of the CIO provided that a majority of the trustees do not benefit in this way.
- (b) A charity trustee or connected person may enter into a contract for the supply of services, or of goods that are supplied in connection with the provision of

services, to the CIO where that is permitted in accordance with, and subject to the conditions in, sections 185 to 188 of the Charities Act 2011.

- (c) Subject to clause 6.3 a charity trustee or connected person may provide the CIO with goods that are not supplied in connection with services provided to the CIO by the charity trustee or connected person.
- (d) A charity trustee or connected person may receive interest on money lent to the CIO at a reasonable and proper rate which must be not more than the Bank of England bank rate (also known as the base rate).
- (e) A charity trustee or connected person may receive rent for premises let by the trustee or connected person to the CIO. The amount of the rent and the other terms of the lease must be reasonable and proper. The charity trustee concerned must withdraw from any meeting at which such a proposal or the rent or other terms of the lease are under discussion.
- (f) A charity trustee or connected person may take part in the normal trading and fundraising activities of the CIO on the same terms as members of the public.

6.3 Payment for supply of goods only – controls

The CIO and its charity trustees may only rely upon the authority provided by clause 6.2(c) if each of the following conditions is satisfied:

- (a) The amount or maximum amount of the payment for the goods is set out in a written agreement in advance between the CIO and the charity trustee or connected person supplying the goods ("the supplier").
- (b) The amount or maximum amount of the payment for the goods does not exceed what is reasonable in the circumstances for the supply of the goods in question.
- (c) The other charity trustees are satisfied that it is in the best interests of the CIO to contract with the supplier rather than with someone who is not a charity trustee or connected person. In reaching that decision the charity trustees must balance the advantage of contracting with a charity trustee or connected person against the disadvantages of doing so.
- (d) The supplier is absent from the part of any meeting at which there is discussion of the proposal to enter into a contract or arrangement with them with regard to the supply of goods to the CIO.
- (e) The supplier does not vote on any such matter and is not to be counted when calculating whether a quorum of charity trustees is present at the meeting.
- (f) The reason for their decision is recorded by the charity trustees in the minute book.
- (g) A majority of the charity trustees then in office are not in receipt of remuneration or payments authorised by clause 6.

6.4 In clause 6.2 and clause 6.3:

- (a) "The CIO" includes any company in which the CIO:
 - (i) holds more than 50% of the shares; or
 - (ii) controls more than 50% of the voting rights attached to the shares;
or
 - (iii) has the right to appoint one or more directors to the board of the company.
- (b) "Connected person" includes any person within the definition set out in clause 31 (Interpretation).

7. Conflicts of interest and conflicts of loyalty

7.1 A charity trustee must:

- (a) Declare the nature and extent of any interest, direct or indirect, which they have in a proposed transaction or arrangement with the CIO or in any transaction or arrangement entered into by the CIO which has not previously been declared; and
- (b) Absent themselves from any discussions of the charity trustees in which it is possible that a conflict of interest will arise between their duty to act solely in the interests of the CIO and any personal interest (including but not limited to any financial interest and any other conflict of interest which arises or may reasonably arise because the charity trustee concerned or a connected person is receiving or stands to receive a benefit (other than payment of a premium for trustee indemnity insurance pursuant to clause 5.1(b)) from the CIO, or has some separate interest or duty in a matter to be decided, or in relation to information which is confidential to the CIO).

7.2 Any charity trustee absenting themselves from any discussions in accordance with clause 7.1 must not vote or be counted as part of the quorum in any decision of the charity trustees on the matter.

8. Liability of members to contribute to the assets of the CIO if it is wound up

If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

9. Charity trustees

9.1 Functions and duties of charity trustees

The charity trustees shall manage the affairs of the CIO and may for that purpose exercise all the powers of the CIO. It is the duty of each charity trustee:

- (a) To exercise their powers and to perform their functions in their capacity as a trustee of the CIO in the way they decide in good faith would be most likely to further the purposes of the CIO.
- (b) To exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances having regard in particular to:
 - (i) any special knowledge or experience that they have or holds themselves out as having; and,
 - (ii) if they act as a charity trustee of the CIO in the course of a business or profession, to any special knowledge or experience that it is reasonable to expect of a person acting in the course of that kind of business or profession.

9.2 **Appointment of Chairman, Vice-Chairman and Secretary**

The charity trustees may:

- (a) appoint (and remove) any person (who may be a charity trustee) to act as Secretary to the CIO for a term of up to 3 years on such terms, and to fulfil such duties as the charity trustees shall decide from time to time;
- (b) appoint (and remove) a Chairman, a Vice-Chairman and other honorary officers from among their number for a term of up to 3 years, each with such duties and responsibilities which the charity trustees may decide from time to time provided that the Chairman, Vice-Chairman or such other honorary officers shall have no additional functions or powers except those conferred by this constitution or delegated to them by the charity trustees.

9.3 **Eligibility for trusteeship**

To be eligible to be appointed as a charity trustee the following requirements shall apply:-

- (a) Every charity trustee must be a natural person.
- (b) No individual may be appointed as a charity trustee of the CIO:
 - (i) if they are under the age of 16 years; or
 - (ii) if they would automatically cease to hold office under the provisions of clause 12.1(e).

- (c) No one is entitled to act as a charity trustee whether on appointment or on any re-appointment until they have expressly acknowledged, in whatever way the charity trustees decide, their acceptance of the office of charity trustee.
- (d) At least one of the trustees of the CIO must be 18 years of age or over. If there is no trustee aged at least 18 years, the remaining trustees may only act to call a meeting of the charity trustees, or appoint a new charity trustee.
- (e) No one is entitled to act a charity trustee until they have completed to the satisfaction of the charity trustees the Commission's "Charity Trustee: Declaration of Eligibility and Responsibility" form;
- (f) No one is entitled to act a charity trustee until they have successfully completed such checks as shall be specified by the charity trustees from time to time, including without limitation any anti money laundering and Disclosure and Barring Service checks;
- (g) An Officer shall only be entitled to act as a charity trustee if they have been a paid up member of the Fund for at least 12 months prior to their appointment.

9.4 Number of charity trustees

- (a) There must be at least three charity trustees. If the number falls below this minimum, the remaining charity trustee or trustees may act only to call a meeting of the charity trustees, or appoint a new charity trustee.
- (b) The maximum number of charity trustees is fifteen (15), of which up to ten shall be Officers. The charity trustees may not appoint any charity trustee if as a result the number of charity trustees would exceed the maximum.

9.5 First charity trustees

The first charity trustees shall be those individuals who details are set out in the Schedule of this Constitution and who shall be appointed for an initial fixed period as set out against their respective names in the Schedule.

10. Appointment of charity trustees

- 10.1 Apart from the first charity trustees, every charity trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.
- 10.2 In selecting individuals for appointment as appointed charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

11. Information for new charity trustees

The charity trustees will make available to each new charity trustee, on or before their first appointment:

- (a) a copy of the current version of this constitution;
- (b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts;
- (c) a copy of the charity trustees board meeting minutes for the 12 month preceding their appointment;
- (d) a copy of any code of conduct adopted by the charity trustees from time to time; and
- (e) a copy of all awards made by the CIO in the previous 12 month period.

12. Retirement and removal of charity trustees

12.1 A charity trustee ceases to hold office if they:

- (a) retires by notifying the CIO in writing (but only if enough charity trustees will remain in office when the notice of resignation takes effect to form a quorum for meetings);
- (b) is absent without the permission of the charity trustees from all their meetings held within a period of six months and the trustees resolve that their office be vacated;
- (c) dies;
- (d) in the written opinion, given to the CIO, of a registered medical practitioner treating that person, has become physically or mentally incapable of acting as a director and may remain so for more than three months;
- (e) is disqualified from acting as a charity trustee by virtue of sections 178-180 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision); or
- (f) the charity trustees decide that it is in the best interests of the CIO that the charity trustee in question should be removed from trusteeship, and pass a resolution to that effect. Before the charity trustees take any such decision to remove someone from trusteeship of the CIO they must:
 - (i) inform the charity trustee concerned of the reasons why it is proposed to remove them from trusteeship;
 - (ii) give the charity trustee concerned at least 21 clear days notice in which to make representations to the charity trustees as to why they should not be removed;

- (iii) at a duly constituted meeting of the charity trustees, consider whether or not the charity trustee concerned should be removed from trusteeship;
- (iv) consider at that meeting any representations which the charity trustee concerned makes as to why they should not be removed; and
- (v) allow the charity trustee concerned, or their representative, to make those representations in person at that meeting, if the charity trustee concerned so chooses.

12.2 Any person retiring as a charity trustee is eligible for reappointment.

12.3 A charity trustee who has served for three consecutive terms may not be reappointed for a fourth consecutive term but may be reappointed after an interval of at least one year, save that the charity trustees may vary the provisions of this clause to agree to an appointment of further three year periods in exceptional circumstances where the charity trustee shall possess any skills, knowledge and experience which are seen as critical to the effective administration of the CIO.

13. Taking of decisions by charity trustees

13.1 Any decision may be taken either:

- (a) At a meeting of the charity trustees.
- (b) By resolution in writing or electronic form agreed by a majority of all of the charity trustees, which may comprise either a single document or several documents containing the text of the resolution in like form to which a majority of all of the charity trustees has signified their agreement. Such a resolution shall be effective provided that:
 - (i) a copy of the proposed resolution has been sent, at or as near as reasonably practicable to the same time, to all of the charity trustees; and
 - (ii) the majority of all of the charity trustees has signified agreement to the resolution in a document or documents which has or have been authenticated by their signature, by a statement of their identity accompanying the document or documents, or in such other manner as the charity trustees have previously resolved, and delivered to the CIO at its principal office or such other place as the trustees may resolve within 28 days of the circulation date.

14. Delegation by charity trustees

14.1 The charity trustees may delegate any of their powers or functions to a committee or committees, and, if they do, they shall determine the terms and conditions on which the delegation is made. The charity trustees may at any time alter those terms and conditions, or revoke the delegation.

14.2 This power is in addition to the power of delegation in the General Regulations and any other power of delegation available to the charity trustees, but is subject to the following requirements:

- (a) A committee may consist of two or more persons, but at least one member of each committee must be a charity trustee.
- (b) The acts and proceedings of any committee must be brought to the attention of the charity trustees as a whole as soon as is reasonably practicable.
- (c) The charity trustees shall from time to time review the arrangements which they have made for the delegation of their powers.

14.3 The charity trustees may appoint advisory committees (whether including charity trustees or not) to advise on any matters and in whatever manner the Trustees decide but an advisory committee will act only in an advisory capacity and may not carry out any functions of the charity trustees.

15. Meetings and proceedings of charity trustees

15.1 Calling meetings

- (a) The Chairman, or any other charity trustees representing not less than 25% of the total number of charity trustees may call a meeting of the charity trustees (“Proposing Trustees”).
- (b) No later than 21 days prior to date of the meeting, the Proposing Trustees shall serve on the remaining charity trustees written notice providing details of the proposed date of the meeting and business to be transacted at the meeting, together with copies of any documentation which it is proposed will be discussed at the meeting.
- (c) Subject to that, the charity trustees shall decide how their meetings are to be called, and what notice is required.

15.2 Chairing of meetings

The charity trustees may appoint one of their number to chair their meetings (“the Chairman”) and to appoint one of their number to chair their meetings in the absence of the Chairman (the “Vice-Chairman”) and may at any time revoke such appointments. If no-one has been so appointed, or if appointed Chairman or Vice-Chairman is unwilling to preside or is not present within 10 minutes after the time of the meeting, the charity trustees present may appoint one of their number to chair that meeting.

15.3 Procedure at meetings

- (a) No decision shall be taken at a meeting unless a quorum is present at the time when the decision is taken. The quorum is the number nearest to one third of the

total number of charity trustees (subject to a minimum of three), or such larger number as the charity trustees may decide from time to time. A charity trustee shall not be counted in the quorum present when any decision is made about a matter upon which he or she is not entitled to vote.

- (b) Questions arising at a meeting shall be decided by a majority of those eligible to vote.
- (c) In the case of an equality of votes, the person who chairs the meeting shall have a second or casting vote.
- (d) The charity trustees may allow the Chief Executive Officer (or equivalent) for the time being of the CIO and/or other individuals who are not charity trustees to attend meetings of the charity trustees or of any committees of the CIO in an advisory or observer capacity on whatever terms the Board decides, provided always that such individuals may not vote but may take part in discussions with the prior consent of the Chairman or other person appointed to chair the meeting, and such individuals may be excluded from any part of a meeting where the Chairman or other person appointed to chair the meeting considers the business is private and/or where the individual may have a conflict of interest.

15.4 Participation in meetings by electronic means

- (a) A meeting may be held by suitable electronic means agreed by the charity trustees in which each participant may communicate with all the other participants.
- (b) Any charity trustee participating at a meeting by suitable electronic means agreed by the charity trustees in which a participant or participants may communicate with all the other participants shall qualify as being present at the meeting.
- (c) Meetings held by electronic means must comply with rules for meetings, including chairing and the taking of minutes.

16. Membership of the CIO

- 16.1 The members of the CIO shall be its charity trustees for the time being. The only persons eligible to be members of the CIO are its charity trustees. Membership of the CIO cannot be transferred to anyone else.
- 16.2 Any member and charity trustee who ceases to be a charity trustee automatically ceases to be a member of the CIO.

17. Informal or associate (non-voting) membership

- 17.1 The charity trustees may create associate or other classes of non-voting membership, and may determine the rights and obligations of any such members (including payment of membership fees), and the conditions for admission to, and termination of membership of any such class of members.
- 17.2 Other references in this constitution to "members" and "membership" do not apply to non-voting members, and non-voting members do not qualify as members for any purpose under the Charities Acts, General Regulations or Dissolution Regulations.

18. Decisions which must be made by the members of the CIO

- 18.1 Any decision to:
- (a) amend the constitution of the CIO;
 - (b) amalgamate the CIO with, or transfer its undertaking to, one or more other CIOs, in accordance with the Charities Act 2011; or
 - (c) wind up or dissolve the CIO (including transferring its business to any other charity),

must be made by a resolution of the members of the CIO (rather than a resolution of the charity trustees).

- 18.2 Decisions of the members may be made either:
- (a) by resolution at a general meeting; or
 - (b) by resolution in writing, in accordance with clause 18.4.
- 18.3 Any decision specified in clause 18.1 must be made in accordance with the provisions of clause 28 (Amendment of constitution), clause 30 (Voluntary winding up or dissolution), or the provisions of the Charities Act 2011, the General Regulations or the Dissolution Regulations as applicable. Those provisions require the resolution to be agreed by a 75% majority of those members voting at a general meeting, or agreed by all members in writing.
- 18.4 Except where a resolution in writing must be agreed by all the members, such a resolution may be agreed by a simple majority of all the members who are entitled to vote on it. Such a resolution shall be effective provided that:
- (a) A copy of the proposed resolution has been sent to all the members eligible to vote.
 - (b) The required majority of members has signified its agreement to the resolution in a document or documents which are received at the principal office within the

period of 28 days beginning with the circulation date. The document signifying a member's agreement must be authenticated by their signature, by a statement of their identity accompanying the document, or in such other manner as the CIO has specified.

- 18.5 The resolution in writing may comprise several copies to which one or more members has signified their agreement. Eligibility to vote on the resolution is limited to members who are members of the CIO on the date when the proposal is first circulated.

19. General meetings of members

19.1 Calling of general meetings of members

The charity trustees may designate any of their meetings as a general meeting of the members of the CIO. The purpose of such a meeting is to discharge any business which must by law be discharged by a resolution of the members of the CIO as specified in clause 18 (Decisions which must be made by the members of the CIO).

19.2 Notice of general meetings of members

- (a) The minimum period of notice required to hold a general meeting of the members of the CIO is 21 days.
- (b) Except where a specified period of notice is strictly required by another clause in this constitution, by the Charities Act 2011 or by the General Regulations, a general meeting may be called by shorter notice if it is so agreed by a majority of the members of the CIO.
- (c) Proof that an envelope containing a notice was properly addressed, prepaid and posted; or that an electronic form of notice was properly addressed and sent, shall be conclusive evidence that the notice was given. Notice shall be deemed to be given 48 hours after it was posted or sent.

19.3 Procedure at general meetings of members

The provisions in clause 15.2 to clause 15.4 governing the chairing of meetings, procedure at meetings and participation in meetings by electronic means apply to any general meeting of the members, with all references to charity trustees to be taken as references to members.

20. Saving provisions

- 20.1 Subject to clause 20.2, all decisions of the charity trustees, or of a committee of charity trustees, shall be valid notwithstanding the participation in any vote of a charity trustee:
- (a) who was disqualified from holding office;

- (b) who had previously retired or who had been obliged by the constitution to vacate office;
- (c) who was not entitled to vote on the matter, whether by reason of a conflict of interest or otherwise;

If, without the vote of that charity trustee and that charity trustee being counted in the quorum, the decision has been made by a majority of the charity trustees at a quorate meeting.

20.2 Clause 20.1 does not permit a charity trustee to keep any benefit that may be conferred upon them by a resolution of the charity trustees or of a committee of charity trustees if, but for clause 20.1, the resolution would have been void, or if the charity trustee has not complied with clause 7 (Conflicts of interest and conflicts of loyalty).

21. Execution of documents

21.1 The CIO shall execute documents either by signature or by affixing its seal (if it has one).

21.2 A document is validly executed by signature if it is signed by at least two of the charity trustees.

21.3 If the CIO has a seal:

- (a) it must comply with the provisions of the General Regulations; and
- (b) the seal must only be used by the authority of the charity trustees or of a committee of charity trustees duly authorised by the charity trustees. The charity trustees may determine who shall sign any document to which the seal is affixed and unless otherwise so determined it shall be signed by two charity trustees.

22. Use of electronic communications

22.1 General

The CIO will comply with the requirements of the Communications Provisions in the General Regulations and in particular:

- (a) the requirement to provide within 21 days to any member on request a hard copy of any document or information sent to the member otherwise than in hard copy form; and
- (b) any requirements to provide information to the Commission in a particular form or manner.

22.2 Use of electronic communications

- (a) To the CIO

Any member or charity trustee of the CIO may communicate electronically with the CIO to an address specified by the CIO for the purpose, so long as the communication is authenticated in a manner which is satisfactory to the CIO.

(b) By the CIO

(i) Any member or charity trustee of the CIO, by providing the CIO with their email address or similar, is taken to have agreed to receive communications from the CIO in electronic form at that address, unless the member has indicated to the CIO their unwillingness to receive such communications in that form.

(ii) The charity trustees may, subject to compliance with any legal requirements, by means of publication on its website:

(aa) Provide the members with the notice referred to in clause 19.2 (Notice of general meetings of members).

(bb) Give charity trustees notice of their meetings in accordance with clause 15.1 (Calling meetings).

(cc) Submit any proposal to the members or charity trustees for decision by written resolution in accordance with the CIO's powers under clause 18 (Decisions which must be made by the members of the CIO) and clause 18.4 (Decisions taken by resolution in writing).

(c) The charity trustees must:

(i) Take reasonable steps to ensure that members and charity trustees are promptly notified of the publication of any such notice or proposal.

(ii) Send any such notice or proposal in hard copy form to any member or charity trustee who has not consented to receive communications in electronic form.

23. Keeping of Registers

The CIO must comply with its obligations under the General Regulations in relation to the keeping of, and provision of access to, a (combined) register of its members and charity trustees.

24. Minutes

The charity trustees must keep minutes of all:

(a) Appointments of officers made by the charity trustees.

(b) Proceedings at general meetings of the CIO.

(c) Meetings of the charity trustees and committees of charity trustees including:

- (i) the names of the charity trustees present at the meeting;
 - (ii) the decisions made at the meetings; and
 - (iii) where appropriate the reasons for the decisions,
- (d) Decisions made by the charity trustees otherwise than in meetings.

25. Accounting records, accounts, annual reports and returns, register maintenance

- 25.1 The charity trustees must comply with the requirements of the Charities Act 2011 with regard to the keeping of accounting records, to the preparation and scrutiny of statements of account, and to the preparation of annual reports and returns. The statements of account, reports and returns must be sent to the Charity Commission, regardless of the income of the CIO, within 10 months of the financial year end.
- 25.2 The charity trustees must comply with their obligation to inform the Commission within 28 days of any change in the particulars of the CIO entered on the Central Register of Charities.

26. Rules

The charity trustees may from time to time make such reasonable and proper rules or byelaws as they may deem necessary or expedient for the proper conduct and management of the CIO, but such rules or bye laws must not be inconsistent with any provision of this constitution. Copies of any such rules or bye laws currently in force must be made available to any member of the CIO on request.

27. Disputes

If a dispute arises between members of the CIO about the validity or propriety of anything done by the members under this constitution, and the dispute cannot be resolved by agreement, the parties to the dispute must first try in good faith to settle the dispute by mediation before resorting to litigation.

28. Amendment of constitution

As provided by sections 224-227 of the Charities Act 2011:

- (a) This constitution can only be amended:
 - (i) by resolution agreed in writing by all members of the CIO; or
 - (ii) by a resolution passed by a 75% majority of those voting at a general meeting of the members of the CIO called in accordance with clause 19 (General meetings of members).

- (b) Any alteration of clause 3 (Objects), clause 30 (Voluntary winding up or dissolution), this clause, or of any provision where the alteration would provide authorisation for any benefit to be obtained by charity trustees or members of the CIO or persons connected with them, requires the prior written consent of the Charity Commission.
- (c) No amendment that is inconsistent with the provisions of the Charities Act 2011 or the General Regulations shall be valid.
- (d) A copy of every resolution amending the constitution, together with a copy of the CIO's constitution as amended must be sent to the Commission by the end of the period of 15 days beginning with the date of passing of the resolution, and the amendment does not take effect until it has been recorded in the Register of Charities.

29. Protecting existing financial commitments

- 29.1 The provisions of this clause 29 shall apply where the charity trustees agree to vary the categories of Beneficiaries entitled to receive financial aid or support from the CIO so as to include individuals who are not included within those categories of Beneficiaries referred to in sub-clauses (a) to (d) in the definition of 'Beneficiaries' in clause 31 (Interpretation) ("the Existing Beneficiaries").
- 29.2 Where the charity trustees agree at any properly convened meeting to vary the categories of Beneficiaries referred to at clause 29.1, the charity trustees shall take such steps as they deem reasonable to ensure that such amount of the existing capital held by the CIO as the charity trustees shall determine, together with any income and capital gains generated by that capital, (the "Capital"), shall only be applied for the benefit of the Existing Beneficiaries which may include (without limitation) making separate provision within the CIO's accounts showing the Capital and opening new bank accounts within which the Capital shall be held.
- 29.3 For the avoidance of doubt, save where the provisions of this clause 29 apply, where there is any variation to the class of Beneficiaries all capital and income shall be applied in accordance with the terms of this Constitution.

30. Voluntary winding up or dissolution

- 30.1 As provided by the Dissolution Regulations, the CIO may be dissolved by resolution of its members. Any decision by the members to wind up or dissolve the CIO can only be made:
 - (a) At a general meeting of the members of the CIO called in accordance with clause 19 (General meetings of members), of which not less than 14 days' notice has been given to those eligible to attend and vote:
 - (i) by a resolution passed by a 75% majority of those voting, or

- (ii) by a resolution passed by decision taken without a vote and without any expression of dissent in response to the question put to the general meeting;
or

- (b) By a resolution agreed in writing by all members of the CIO.

30.2 Subject to the payment of all the CIO's debts:

- (a) Any resolution for the winding up of the CIO, or for the dissolution of the CIO without winding up, may contain a provision directing how any remaining assets of the CIO shall be applied.
- (b) If the resolution does not contain such a provision, the charity trustees must decide how any remaining assets of the CIO shall be applied.
- (c) In either case the remaining assets must be applied for charitable purposes the same as or similar to those of the CIO, save that to the extent such remaining assets comprise any Capital (as defined in Clause 29.2) such assets must be applied for charitable purposes which are the same as or similar to the CIO and to a charity which is located within the counties of Devon, Cornwall and/or the Isles of Scilly.

30.3 The CIO must observe the requirements of the Dissolution Regulations in applying to the Commission for the CIO to be removed from the Register of Charities, and in particular:

- (a) The charity trustees must send with their application to the Commission:
 - (i) a copy of the resolution passed by the members of the CIO;
 - (ii) a declaration by the charity trustees that any debts and other liabilities of the CIO have been settled or otherwise provided for in full; and
 - (iii) a statement by the charity trustees setting out the way in which any property of the CIO has been or is to be applied prior to its dissolution in accordance with this constitution;
- (b) The charity trustees must ensure that a copy of the application is sent within seven days to every member and employee of the CIO, and to any charity trustee of the CIO who was not privy to the application.

30.4 If the CIO is to be wound up or dissolved in any other circumstances, the provisions of the Dissolution Regulations must be followed.

31. Interpretation

In this constitution:

“**Beneficiaries**” shall mean:

- (a) Serving Police Officers with Devon and Cornwall Constabulary and/or Retired Police Officers from Devon and Cornwall Constabulary (each being referred to in this constitution as an “**Officer**”);
- (b) any spouse, or civil partner (as such term is defined in section 350 of the Charities Act 2011) of an Officer where in the opinion of the charity trustees such spouse or civil partner is still living with the Officer;
- (c) any widow or widower of an Officer where in the opinion of the charity trustees the widow or widower was still living with the Officer at the time of the Officer’s death;
- (d) any other person who in the opinion of the charity trustees was wholly or partly dependant of an Officer at the date of their death;
- (e) such other categories of persons which the charity trustees shall from time to time determine.

“**Chairman**” means the person appointed by the charity trustees to chair their meetings pursuant to clause 15.2.

"**charity trustee**" means a charity trustee of the CIO.

"**connected person**" means:

- (a) A child, parent, grandchild, grandparent, brother or sister of the charity trustee.
- (b) The spouse or civil partner of the charity trustee or of any person falling within sub-clause (a) above.
- (c) A person carrying on business in partnership with the charity trustee or with any person falling within sub-clause (a) or (b) above.
- (d) An institution which is controlled:
 - (i) by the charity trustee or any connected person falling within sub-clause (a), (b) or (c) above; or
 - (ii) by two or more persons falling within sub-clause (d)(i), when taken together.
- (e) A body corporate in which:
 - (i) the charity trustee or any connected person falling within sub-clause (a) to (c) has a substantial interest; or
 - (ii) two or more persons falling within sub-clause (e)(i) who, when taken together, have a substantial interest.

Section 118 of the Charities Act 2011 apply for the purposes of interpreting the terms used in this constitution.

The "**Communications Provisions**" means the Communications Provisions in Part 10, Chapter 4 of the General Regulations.

"**Dissolution Regulations**" means the Charitable Incorporated Organisations (Insolvency and Dissolution) Regulations 2012.

"**Fund**" means the contributory fund operated by the CIO.

"**General Regulations**" means the Charitable Incorporated Organisations (General) Regulations 2012.

A "**poll**" means a counted vote or ballot, usually (but not necessarily) in writing.

"**Officer**" shall be as defined in the definition of '**Beneficiaries**' in this clause 31.

"**Vice-Chairman**" means the person appointed by the charity trustees to chair their meetings in the absence of the Chairman pursuant to clause 15.2.

Schedule

First charity trustees of CIO

Name of trustee	Initial term of office
Nigel Rabbitts	4 years
Natasha Ann Hill	4 years
David Trevor James	3 years
Spencer Thomas Pritchard	3 years
Rachel Catherine Manifold	2 years
Vincent Jeffrey Walter Bedford	2 years