



Serbian Council of Great Britain
Српски Савет Велике Британије

CONSTITUTION

OF

THE SERBIAN COUNCIL

OF

GREAT BRITAIN

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1. Definitions

- 1.1 In this document the following terms shall have the following meaning:
- 1.1.1. "Founder Member" means those Members listed in Appendix I hereof each of whom has paid the Membership Fee;
 - 1.1.2. "Application Form" means the document appended hereto as Appendix II;
 - 1.1.3. " Member" means an individual of 18 years or over based in Great Britain and who is a Serb or of Serbian descent or has connections or an interest Serbia or the Serbian community in Great Britain or who supports and is committed to furthering the aims of the Council, who has duly completed the Membership Application Form and paid the Membership Fee and whose application has been approved by the Management Committee;
 - 1.1.4. " Membership Fee" means the fee fixed by the Management Committee and payable by each Member to the Council annually (full and concessionary rates apply);
 - 1.1.5. "Officer" means the Honorary President, the Chair, the Secretary, the Treasurer or any other member appointed by the Management Committee.

2. Name

The name of the association shall be the Serbian Council of Great Britain ["the Council"]. In Serbian the Council shall be known as Srpski Savet Velike Britanije [Savet].

3. Status

The Council is an unincorporated association of its members. This Constitution has been adopted as the Constitution of the Council by the Members at a meeting held in London on 18th February 2011.

4. Aims

- 4.1. The aims of the Council are to:
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- 4.1.1. act generally for the benefit of the Serbian community in Great Britain;
- 4.1.2. promote the development of the Serbian community in Great Britain;
- 4.1.3. help the Serbian community in Great Britain to integrate into British society;
- 4.1.4. help preserve national and cultural identity of Serbs in Great Britain;
- 4.1.5. assist the Serbian community in Great Britain in maintaining and developing an association with their homeland being Serbia and all other countries with Serbian populations and a Serbian historical and cultural heritage;
- 4.1.6. advance education in and awareness of Serbian history, culture and heritage in Great Britain;
- 4.1.7. promote good relations between the Serbian community in Great Britain and persons belonging to other ethnic groups;
- 4.1.8. promote and represent the interests of the Serbian community in Great Britain vis-à-vis representatives of institutions (both governmental and non-governmental) in:
 - [i] Great Britain;
 - [ii] Serbia;
 - [iii] countries with Serbian populations; and
 - [iv] territories with a Serbian historical or cultural heritage;
- 4.1.9 promote and represent the interests of the Serbian community in Great Britain vis-à-vis various Serbian diaspora organisations throughout the world; and



- 4.1.10 facilitate contact between the Serbian community in Great Britain and organisations with aims similar to those of the Council.

5. Powers

In furtherance of the said aims the Council shall have power to:

- 5.1. bring together in conference representatives of voluntary organisations, government departments, statutory authorities and individuals and to affiliate nationally or internationally to organisations with similar aims;
- 5.2. arrange and provide for, or join in arranging and providing for, the holding of exhibitions, meetings, lectures, classes, seminars and training courses and all forms of cultural, educational or recreational activities;
- 5.3. collect and disseminate information on all matters affecting such aims and exchange such information with other bodies having similar aims in Great Britain overseas;
- 5.4. procure to be written and print, publish, issue and circulate gratuitously or otherwise such papers, books, periodicals, pamphlets or other documents or film or recorded material as shall further such aims;
- 5.5. promote and carry out or assist in promoting and carrying out research, surveys and investigations and publish the results of such research, surveys and investigations;
- 5.6. purchase, take on lease or in exchange, hire or otherwise acquire any property and any rights and privileges necessary for the promotion of its aims;
- 5.7. make regulations for supervision, control and management of any property that may be so acquired;
- 5.8. subject to such consents as may be required by law, sell, let, mortgage, dispose of or turn to account all or any of the properties or assets of the Council;
- 5.9. raise funds and invite and receive contributions from individuals or legal bodies by way of subscriptions, donations and otherwise



provided that the Council shall not undertake any permanent trading activities in raising funds for its primary objects;

- 5.10. accept gifts, receive money on deposit or loan and borrow or raise money for such aims on such terms, in such manner and on such security as shall be thought fit subject to such consents as required by law without prejudice to its aims and independence;
- 5.11. procure contributions to the Council by personal or written appeals, public meetings or otherwise;
- 5.12. invest the money of the Council not immediately required for such aims in such investments, securities or property as may be thought fit, subject to conditions as may be imposed or required by law;
- 5.13. employ and pay any person or persons to supervise, organise and carry on the work of the Council;
- 5.14. undertake, execute, manage or assist any charitable trusts which may lawfully be undertaken, executed, managed or assisted by the Council;
- 5.15. pay any premium in respect of any indemnity insurance to cover the liability of the members of the Management Committee, or any of them individually, which by virtue of any rule of law would otherwise attach to them in respect of any negligence, default, breach of duty or breach of trust of which they may be guilty in relation to the Council provided that any such insurance shall not extend to any claim arising from any act or omission which the members of the Management Committee, or any of them individually, knew or ought to reasonably have known was a breach of duty or breach of trust or which was committed by the members of the Management Committee, or any of them individually, in reckless disregard regardless of whether or not it was a breach of duty or breach of trust;
- 5.16. insure and arrange insurance cover to indemnify its employees and voluntary workers from and against all such risks incurred in the course of the performance of their duties as may be thought fit; and
- 5.17. do all such other lawful things as are necessary for or incidental to the attainment of the aims of the Council.



6. Membership

- 6.1. Membership of the Council shall be open to any individual of 18 years or over and is based in Great Britain and who is Serb or of Serbian descent or has connections or an interest in Serbia or the Serbian community in Great Britain or who supports and is committed to furthering the aims of the Council as defined in Para 4 and whose application for Membership has been approved by the Management Committee of the Council and who has paid the membership fee..
- 6.2. Individuals who wish to become members are required to complete the Application Form and pay the Membership Fee.
- 6.3. The Management Committee shall, at its discretion, have the right to approve or reject Applications for Membership and shall have the right to terminate or suspend the membership of any Member provided that the Member concerned shall have the right to be heard by the Management Committee before a final decision is made.
- 6.4. All Members of the Council shall have the right to vote at General Meetings, will be eligible to stand for election to the Management Committee and/or as Officers of the Council and will therefore have an opportunity to be influential in contributing to the work of the Council and in shaping the policy of the Council in pursuing its aims to act for the benefit of all members of the Serbian community in Great Britain.

7. Officers

- 7.1. The Members of the Council shall elect an Honorary President, a Chair, a Treasurer and a Secretary as Officers of the Council.
- 7.2. Each Officer of the Council shall hold office until the conclusion of the next annual general meeting to be held after their election.
- 7.3. The Officers of the Council shall be ex officio members of the General Committee and may also be members of any other committee that is set up by the Council from time to time.
- 7.4. If vacancies occur among the Officers of the Council, the Management Committee shall have the power to fill these from among its members. Any person appointed to fill such a vacancy shall hold office until the conclusion of the next annual general

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meeting of the Council and shall be eligible for election at that meeting.

8. Management Committee

- 8.1. Subject to the conditions mentioned below the policy and general management of the affairs of the Council shall be directed by a committee ["the Management Committee"] which shall meet not fewer than twice a year and when complete shall consist of up to 12 members;
- 8.2. The Management Committee shall consist of:
 - 8.2.1. The Officers elected under Clause [7] hereof;
 - 8.2.2. Any person appointed pursuant to Clause [8.4.] hereof;
 - 8.2.3. Those Members elected to serve on the Management Committee by the Members.
- 8.3. The Secretary will invite nominations from the membership of the Council for positions as Officers and Members of the Management Committee two months in advance of the Annual General Meeting. Members wishing to stand for election will provide the Secretary with a statement and short biography one month prior to the Annual General meeting. These will be circulated to members two weeks prior to the Annual General Meeting together with the notice of the Annual General Meeting and its agenda. The election of candidates shall take place at the Annual General Meeting and proxy and email votes of those unable to attend will be accepted;
- 8.4. Any vacancy on the Management Committee may be filled by the Management Committee and any person appointed to fill such a vacancy shall hold office until the conclusion of the next Annual General Meeting of the Council and shall be eligible for election at that meeting;
- 8.5. The proceedings of the Management Committee shall not be invalidated by any failure to elect, or any defect in the election, appointment, co-option or qualification of any member;
- 8.6. The Management Committee may appoint from among all Members of the Council, from time to time, Sub-Committees and such other special or standing committees as it deems necessary and shall determine their terms of reference, powers, duration and

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composition. All acts and proceedings of such special or standing committees shall be reported back to the Management Committee as soon as possible.

8.7. Management Committee meetings may be called by:-

8.7.1 The Chair;

8.7.2 Any other Management Committee member on condition that the request for a Management Committee meeting is seconded by at least two other Management Committee members.

8.8. All decisions of the Management Committee shall require a simple majority of the Management Committee Members present at the meeting at which the decision is taken. In the event of a voting deadlock, the Chair shall have the casting vote;

8.9. All Management Committee Members shall be given at least seven days' notice of any Management Committee meeting;

9. Employees

9.1. The Management Committee shall have the sole right of appointing, dismissing and determining the terms and conditions of service of all employees of the Council;

9.2. A member of the Council's staff shall not be eligible for membership of any committee of the Council [including the Management Committee], but may be invited to attend such committee meetings as a non-voting adviser.

10. General Meeting

10.1. General meetings of the Council shall be held annually at a place and a time determined by the Management Committee;

10.2. At least 28 days notice of any general meeting shall be given in writing by the Secretary to each Member of the Council;

10.3. The business conducted at any Annual General Meeting shall include:



- [a] the consideration of an annual report of the work done by or under the auspices of the Management Committee;
- [b] the election of Officers;
- [c] the election of the other members of the Management Committee;
- [d] the transaction of such other matters as may from time to time be necessary; and
- [e] where necessary, consideration of and voting on proposals to alter the Constitution in accordance with Clause [14] hereof.
- [f] consideration of and voting on motions put forward by members.

10.4. The Secretary shall within 28 days of receiving a written request so to do signed either by no less than a third of all Members giving reasons for such a request, or at the request of the majority of the Management Committee, call an Extraordinary General Meeting of the Council.

11. Nomination of Officers and Management Committee Members

- 11.1. All duly elected Members of the Council shall be eligible to serve either as Officers or Management Committee members;
- 11.2. The Secretary will invite nominations from the membership of the Council for positions as Officers and Members of the Management Committee two months in advance of the Annual General Meeting. Members wishing to stand for election will provide the Secretary with a statement and short biography one month prior to the Annual General meeting. These will be circulated to members two weeks prior to the Annual General Meeting together with the notice of the Annual General Meeting and its agenda. The election of candidates shall take place at the Annual General Meeting . Should nominations exceed vacancies election shall be by ballot or show of hands [the arrangement for which shall be made by the Management Committee] and proxy and email votes by those unable to attend will be accepted.



12. Rules of Procedure

- 12.1. The quorum at a meeting of the Council shall be at least one third of all members. The quorum at the meeting of the Management Committee or of any other committee shall be a simple majority of its members;
- 12.2. Each Member shall have one vote and all questions arising at any meeting shall be decided by a simple majority of those present and entitled to vote. Arrangements for proxy or emailing voting may from time to time be made by the Management Committee. No person shall exercise more than one proxy vote. In case of an equality of votes the Chair shall have a second or casting vote;
- 12.3. Minute books shall be kept by the Management Committee and all the other Committees and the Secretary shall enter in the minute book a record of all proceedings and resolutions;
- 12.4. The Management Committee shall have the power to adopt and issue standing orders for the conduct of the Council and/or rules for the use of the Council. Such standing orders and/or rules shall come into operation immediately provided that they shall be subject to review by the Council in general meeting and shall not be inconsistent with the provisions of this Constitution.

13. Finance

- 13.1. All moneys raised by or on behalf of the Council shall be applied to further the aims of the Council and for no other purpose provided that nothing contained in this Constitution shall prevent the payment in good faith of reasonable and proper remuneration to any employee of the Council or the repayment of reasonable out of pocket expenses;
- 13.2. The Treasurer shall keep proper accounts of the finances of the Council;
- 13.3. The accounts of the Council shall be reviewed at least once a year by the Assessment Committee appointed by the Management Committee;
- 13.4. The reviewed statement of the accounts for the last financial year shall be submitted by the Management Committee to the Annual General Meeting;



13.5. A bank account shall be opened in the name of the Council with a bank as the Management Committee shall from time to time decide. The Management Committee shall authorize in writing the Treasurer and the Secretary of the Council and two members of the Management Committee to sign cheques on behalf of the Council. All cheques must be signed by no fewer than two of the four authorized signatories, one of which must be the Treasurer.

14. Amendment of the Constitution

Any proposal to amend this Constitution must be delivered in writing to the Secretary of the Council not less than 28 days before the date of the meeting at which it is first to be considered. An amendment shall require the approval of a 2/3 [two thirds] majority of Members voting at a General Meeting. Notice of such meeting must have been given in accordance with normal procedure but not less than 10 working days prior to the meeting in question giving the wording of the proposed amendment.

15. Dissolution

If the Management Committee decides by a simple majority at any time that on the grounds of expense or otherwise it is necessary or advisable to dissolve the Council it shall call a meeting of Members by not less than 21 days' notice setting the terms of the resolution to be proposed. If such decision shall be confirmed by a 2/3 [two thirds] of those present and voting at such a meeting the Management Committee shall have the power to dispose of any assets held by or in the name of the Council. Any assets remaining after the satisfaction of any proper debts and liabilities shall be applied for the benefit of a Serbian charity in the United Kingdom or charitable institutions in Serbia, as the Management Committee may decide.

16. Notices

Any notice may be served by the Secretary on any member either personally or on its appointed representative as the case may be or by sending it by post in a prepaid envelope addressed to such member at his, her or its last known address in the Great Britain and any letter so sent shall be deemed to have been received within 3 working days from the date of posting.

17. Governing Law

The provisions of this Constitution shall be interpreted in accordance with English law and are subject to the jurisdiction of the High Court.

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