

## CONSTITUTION

THE NAME OF THE ASSOCIATION SHALL BE:-  
THE FEDERATION OF NAVAL ASSOCIATIONS.

### OBJECTS.

- (1) To promote the efficiency of the Royal Navy by:
  - (a) Maintaining contact between past and present Members of the Royal Navy, fostering mutual friendship between them and providing social gatherings for them.;
  - (b) Fostering `Esprit-De-Corp`, comradeship and the welfare of the Royal Navy and preserving its traditions.
  
- (2) To relieve either generally or individually Members of the Federation, or past and present Members of the Royal Navy and their dependants who are in conditions of need, hardship or distress, (hereinafter referred to as Beneficiaries).
  
- (3) In furtherance of the foregoing objects, but not further, or otherwise, the Federation through its activities shall have the following powers:
  - (a) To take all necessary action for publicising and disseminating information and concerning histories, deeds and traditions of the Royal Navy and for the encouragement of recruiting;
  - (b) To execute and administer exclusively a Charitable Trust.
  - (c) To receive, take and accept any gifts of property, whether subject to any special trusts or not;
  - (d) To receive and accept contributions by way of subscriptions, donations and otherwise and to raise funds for the said objects, provided that the Federation shall not undertake any permanent trading activities in raising funds for its` charitable objects.
  - (e) To assist Beneficiaries by way of grants, gifts, or otherwise, or by providing or paying for items, services or facilities calculated to reduce the need, hardship or distress of Beneficiaries.
  - (f) To pay for such items, services or facilities by way of donations or subscriptions to charitable institutions or organisations which provide, or which undertake in return to provide such items, services or facilities for Beneficiaries.
  - (g) Subject to such consents as may from time to time be required by law to purchase, take lease or exchange any property required for the purpose of the Association and lease, exchange or otherwise dispose of the same.
  - (h) To invest funds of the Federation in such investments as may from time be authorised by law.
  - (i) To accumulate funds of the Federation for such period as may from time to time be authorised by law.
  - (j) To do all such things as shall further the said objects.

## RULES.

- 1/ MEMBERSHIP. --- Membership of the Federation is open to the following:-
  - (a) All Naval Associations.
  - (b) All Ship Associations.
  - (c) All Naval Branch Associations.
  - (d) All Branches of Naval associations.
  - (e) Such other Associations, or organisations that support the Royal Navy and are recognised by the Federation and/or CinC Navhome.
  - (f) Individual Members as `Ships Company` who support the Royal Navy and are recognised by the Federation.
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  - (a) Application for Membership shall be made in writing to the Secretary .
  - (b) The obligations of Members of the Federation shall include the following;
    - (i) All Members shall conform to the requirements of the rules of the Federation as amended from time to time.
    - (ii) All Members shall pay such registration fees and subscriptions, as are deemed by a General Meeting.
    - (iii) All Members shall have the right to one vote.
    - (v) Any Member who is in arrears of subscription of more than Two Years shall be deemed to have resigned from the Federation.
- 3/ All Members shall have such rights of attending Meetings of the Federation and such other rights and privileges as may be specified from time to time in these rules.
- 4/ Any Member may be expelled or suspended for a specified period of time from Membership of the Federation as determined by a Resolution passed by a majority of two thirds of those voting at a Meeting called for that purpose.

## FEDERATION COUNCIL.

Subject to the matters set out below, the Federation, (`The Charity`) and its property shall be administered and managed by Members of a Council, constituted by the following clauses.

- 5/ The governing body of the Federation, which shall meet not less than Bi-Annually, shall consist of; Chairman, Vice Chairman, Secretary, Treasurer, with not less than three nor more than six Councilmen.
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  - (a) Members of the Council shall hold office from the date of the AGM of their election to the date of the AGM the second year thereafter. On completion of said term of office they shall be eligible for re-election under similar conditions. (Half of the Council shall stand down on an annual basis). The Members Of the Council shall be Trustees of the Charity whilst they hold office.
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  - (a) DUTIES OF THE CHAIRMAN. --- The Chairman shall chair all Meetings of the Federation where applicable. Sign the Minutes and carry out such tasks as determined from time

to time by the Council. In the absence of the Chairman, the Vice Chairman shall carry out the duties of the Chairman.

(b)DUTIES OF THE SECRETARY. --- The Secretary shall be responsible for the administration of the Federation. Prepare Agenda and organise venue for all Meetings and record Minutes of said meetings.

8/ (c)DUTIES OF THE TREASURER. --- The Treasurer shall keep a record of all accounts held by and for the Association. He/She shall receive all monies paid to the Association and pay out such monies as properly authorised by the Council, or by the Membership at a General Meeting. Prepare interim reports for Council Meetings and prepare annual audited accounts for the AGM.

Withdrawal of monies shall require the signatures of at least two authorised signatories from three, as determined by the Council from time to time.

9/ The Council may appoint from Members, persons with appropriate qualifications or experience to be Co-opted Members to undertake specific projects or duties.

10/ A Quorum for a Council Meeting shall consist of four Members, one of whom shall be the Chairman/Vice Chairman, or the Secretary. In the event of there being no quorum, Standing Orders may be suspended.

11/ A Member of the Council shall cease to be so in the event that:-

- (i) Becomes incapable by reason of illness or injury of managing their own affairs.
- (ii) Is absent without the permission of the Council from all Meetings within a period of one year and the Council resolve that the position be vacated.
- (iv) Notifies the Council of the wish to resign.

### GENERAL MEETINGS.

12/ An Annual General Meeting shall be held in every year on a formerly proscribed date.

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13/ Notice of the date, time, venue and Agenda of the AGM shall be issued to all Members of the Federation not less than four weeks prior to the Meeting.

14/ Proposals, Motions, Nominations and Recommendations shall be decided by a Majority vote

15/ The Council of the Federation may at any time call a Special General Meeting if they deem it necessary. Should not less than ten? Members of the Federation consider any matter of sufficient importance to justify a Special General Meeting of the Federation, a requisition for said Meeting should be forwarded to the Secretary, who shall inform the Council, which shall fix a date for said Meeting. At least six weeks notice of such a Meeting shall be required and the Secretary shall set the Agenda for Said Meeting  
The only matter to be discussed at such Meeting shall be that which is specified on the Agenda for that Meeting.

### WINDING UP THE FEDERATION.

16/ All assets remaining after the settlement of all liabilities shall be transferred to such other

charitable institution/s of similar objects to the Association, as may be determined at the time by a Special General Meeting.

**ALTERATIONS TO THE CONSTITUTION & RULES.**

17/ (i) Subject to the following provisions of this rule, the Constitution may be altered by a resolution passed by not less than two thirds of the Members present and voting at a General Meeting. Notice of the resolution must be included in the notice of the Meeting, setting out the alteration/s proposed.