

NORTHUMBRIA POLICE BENEVOLENT FUND

Rules of the Fund (as from AGM 13/09/2011)

The fund shall be called the Northumbria Police Benevolent Fund, hereinafter referred to as, The Fund.

1. Objects of the Fund

To provide and permit welfare and benevolent facilities for members and their families in respect of the following:

- a) Financial assistance to member's and dependants of the forgoing who are found to be in indigent circumstances.
- b) Provide for the use of medical apparatus or specialist medical opinion which is reasonable and necessary.
- c) To make a grant to members who are attending the Northern Police Convalescent Home, or other Convalescent Home for treatment, at such rates as shall from time to time be fixed by the Management Committee.
- d) Floral tributes on the death of a serving or former member of Northumbria Police and its constituent forces and a member of his family and on any other occasion the Management Committee feel it is appropriate.
- e) To make grants to any Police charitable or benevolent purposes and in connection with the welfare of any members.
- f) Interest free loans for benevolent purposes on terms and conditions as decided by the Management Committee in each individual case, and for no more than an amount which can be reasonably repaid within 36 months.
- g) Critical Assistance Grant in special cases on terms and conditions as decided by the Management Committee in each individual case.

The management Committee shall at their absolute discretion authorise grants or loans from the fund as provided in Rules 1(a) – (g) above.

2. Membership

Membership of the Fund shall be restricted to those serving officers with the Force who pay contributions, serving officers of the Force who donate their contributions by Gift Aid to the Northumbria Police (Lillian Eve Memorial) Trust, all former officers of Northumbria Police and its constituent forces who retired prior to 13/09/2011 and all other retired officers who were members of the fund immediately prior to their retirement.

Serving officers of the Force, who are members, shall pay on a four weekly basis the sum fixed annually at the Annual General Meeting or by contributing the agreed sum by Gift Aid into the Northumbria Police (Lillian Eve Memorial) Trust. Police pensioner members shall not be required to pay any subscriptions.

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3. Management Committee

The Fund shall be administered by the Management Committee, comprising a Chairperson, Deputy Chairperson, Secretary, Treasurer, and Assistant Treasurer and one police officer member from each representative area of the Force, one representing Headquarters departments, one representing Operational Support and Crime Management and two Police pension members, all of whom shall be elected at the Annual General Meeting. In addition, each Trustee of the Northumbria Police (Lillian Eve Memorial) Trust shall be a member of the Management Committee. Seven shall form a quorum.

When a vacancy on the Management Committee occurs the Area or Pensioners Association concerned shall nominate a subscribing police officer or police pensioner member as the case may be to fill the vacancy for the remainder of the year to the next Annual General Meeting, where they may be elected as above. The Management Committee shall have the power to co-opt any other person, who shall be a non-voting member onto the committee to assist with the efficient running of the Fund.

The Management Committee shall sit as and when required to deal with all matters arising and at least once each quarter.

Voting at all meetings of the Fund shall be by show of hands and the Chairperson shall have the casting vote.

The Honorary Secretary shall be responsible for making and maintaining a correct record of all meetings and the Honorary Treasurer shall arrange for all subscriptions to be correctly banked. Payment from the Fund as agreed by the Management Committee shall be authorised by two of the following officials: Chairperson, Deputy Chairperson, Secretary, Treasurer, Assistant Treasurer.

The subscriptions received shall be banked with Lloyds TSB Bank.

4. Emergency Procedures

Where in the opinion of one of the five officials of the Management Committee it is necessary immediately to deal with an application for assistance or to make any other payment exceeding £500.00 and there is insufficient time in which to convene a meeting of the committee to consider the same, a decision on such an application or payment may be taken by not less than five members of the Management Committee.

With respect to Critical Assistance Grants, no less than five members of the Management Committee can approve such an emergency grant. The emergency grant will be no more than £2000.00.

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Any such decisions shall have the same force and effect as a decision made by the full Management Committee and shall be reported at the Next Full Meeting.

5. Annual General Meeting

The Annual General Meeting shall be held during the Third three months of each calendar year.

The Financial year shall be from the 6th April – 5th April in the year following. The Fund shall be scrutinised in accordance with Charity Commission guidance at the end of each financial year and the Balance Sheet published for the information of members, not less than one week before the Annual General Meeting.

Any alteration to these Rules must be made at the Annual General Meeting. Any proposed amendment, variation or addition to these Rules must be submitted in writing to the Secretary, no later than 5th July immediately preceding the Annual General Meeting and the proposal shall be published with the notice of the Annual General Meeting using the Force communication system.

Any matter in which these Rules are silent, to be decided by the Management Committee, ten members being present and endorsed at the next Annual General Meeting.

These Rules will come into operation on 13th September 2011