

No Minutes of
adoption date !!

CONSTITUTION OF ISLAMIC CENTRE UPTON PARK

72/74 Selwyn Road London E13

1. NAME:

The name of the Organisation will be "The Islamic Centre, Upton Park" hereinafter called "The Centre".

2. AIMS AND OBJECTS:

1. To advance the religion of Islam in Upton Park and the surrounding area.
2. To provide financial help and relief to Muslims who are in need.

In furtherance of the above-mentioned objects but not further or otherwise the Centre may:-

1. Establish and maintain a mosque and school for Muslims, young and old.
2. Employ and pay any person or persons to supervise, organise and carry on the work of the Centre and make all reasonable and necessary provision for the payment of pensions and superannuation to or on behalf of employees and their widows and other dependants.
3. Bring together in conference representatives of voluntary organisations, Government departments, statutory authorities and individuals.
4. Promote and carry out or assist in promoting and carrying out research, surveys and investigations and publish the useful results thereof.
5. Arrange and provide for, or join in arranging and providing for the holding of exhibitions, meetings, lectures, classes, seminars and training courses.
6. Collect and disseminate all information on matters affecting such objects and exchange such information with other bodies having similar objects whether in this country or overseas.
7. Undertake, execute, manage or assist any charitable trusts which may lawfully be undertaken, executed, managed or assisted by the Centre.
8. Cause to be written and printed or otherwise reproduced and circulated, gratuitously or otherwise, such papers,

books, periodicals, pamphlets or other documents or films or recorded tapes (whether audio or visual or both) as shall further the said objects.

9. Purchase, take on lease or in exchange, hire or otherwise acquire any property and any rights and privileges necessary for the promotion of the said objects and construct, maintain and alter any buildings or erections necessary for the work of the Centre.
10. Make regulations for any property which may be so acquired.
11. Subject to such consents as may be required by law, sell, let, mortgage, dispose of or turn to account all or any of the property or assets of the Centre.
12. Subject to such consents as may be required by law, borrow or raise money for the said objects and accept gifts on such terms and on such security as shall be deemed to be necessary.
13. Raise funds and invite and receive contributions from any person or persons whatsoever by way of subscriptions and otherwise PROVIDED THAT the Centre shall not undertake permanent trading activities in raising funds for the said objects.
14. Invest the monies of the Centre not immediately required for the said objects in or on such investments, securities or property as may be thought fit, subject nevertheless to such conditions (if any) as may for the time being be imposed or required by law.
15. Provide facilities for prayers for Muslims of the local area, namely Muslims living in the area bounded by Green Street in the east, Plashet Road in the north, Stopford Road and Greengate in the west and Barking Road in the south, all in the London Borough of Newham.
16. Purchase, acquire or otherwise establish a Centre to be used as a mosque and religious school.
17. Do all such other lawful things as are necessary for the attainment of the said objects.

3. MEMBERSHIP

1. ORDINARY MEMBERS:

Ordinary members shall be Muslims living or working in area mentioned above, who believe firmly in the finality of Prophet Mohammed (Peace be upon him), who are not less than 18 years of age. They shall be eligible to become members after paying the membership fee, as determined by the Managing Committee, from time to time.

2. HONOURARY MEMBERS:

Honourary members may be elected by the Managing Committee for meritorious services to the religion of Islam or to the Centre. Honourary members will not be required to pay subscriptions; they will not be eligible to become office bearers and may not vote at any meeting.

3. LIFE MEMBERS:

Upon payment of Five Hundred Pounds only (£500.00) a Muslim residing in the area aforesaid shall become a life member with all the privileges and responsibilities of an Ordinary member except that his/her membership shall continue for an indefinite period and the member shall not be required to pay any further membership fees.

4. TERMINATION OF MEMBERSHIP:

- (a) Any member may resign his membership by giving notice in writing to the General Secretary, and
- (b) Offenders: If any member of the Association shall be convicted of any criminal offence (except any traffic offence) or adjudged Bankrupt, he shall thereupon cease to be a member except that the Managing Committee shall have the power to reinstate him as a member, after a period of five years.
- (c) Expulsion: If at any time the Managing Committee is of the opinion that a member, due to his actions and behaviour, is unworthy of continuing as a member, the Committee may give a 14 day show cause Notice to the member whereby he/she will be invited to submit an explanation. After consideration of such explanation, if any, the Committee will have the power to remove that person from membership for such period as the Committee considers proper.

5. MANAGING COMMITTEE

- (a) The management of the Centre shall be in the hands of a Managing Committee consisting of a President, Vice President, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, Public Relations Secretary, Education Secretary, and not more than 7 Committee members.
- (b) Elections: The elections of the Centre shall be held every 3 years or whenever demanded by a simple majority of the members before expiry of the 3 year period.
- (c) Casual Vacancies: The Managing Committee shall have the power to appoint a member to fill any vacancy occurring in the Managing Committee, including office bearers.

- (d) Meetings: The Managing Committee shall meet at least once in every month. Eight members shall form a quorum. Minutes shall be recorded and shall be available to members for inspection, upon application to the Secretary.
- (e) Non-Attendance: Any member of the Managing Committee who absents himself without reasonable excuse from 3 consecutive meetings of the Managing Committee, shall cease to be a member of that Body.
- (f) Election Committee: An independent election committee, consisting of non members of the Centre, shall be appointed by the Managing Committee before the elections. The elections committee shall consist of 3 members, including a Returning Officer, who will receive all nominations and conduct the election. Members of the election committee will not be eligible to stand in the election for any position.
- (g) In the execution of the Trusts hereof no member of the Managing Committee shall be liable for any loss to the property of the Centre arising by reason of any improper investment made in good faith (so long as he shall have sought professional advice before making such investment) or for the negligence or fraud of any agent employed by him or any other member of the Managing Committee hereof in good faith (provided reasonable supervision shall have been exercised) although the employment of such agent was not strictly necessary or by reason of any mistake or omission made in good faith by any member of the Managing Committee hereof by reason of any other matter or thing other than wilful and individual fraud, wrongdoing or wrongful omission on the part of the member of the Managing Committee who is sought to be made liable.

6. (a) GENERAL MEETINGS:

- (i) Date: The annual General Meeting of the Association shall be held in the month of June each year, at a date to be decided by the Managing Committee at their April meeting.
- (ii) The annual General Meeting will receive a report of the Managing Committee and the accounts of the Centre for the previous year. The meeting will also discuss and decide any motion submitted, as hereinafter provided.
- (iii) Motions: Any member desirous of moving any motion at the annual General Meeting shall give notice thereof in writing to the Secretary not less than 21 days before the annual General Meeting.
- (iv) Notice: The members shall be given a notice of the meeting at least 14 days before the date

thereof and no business other than that contained in the notice shall be brought forward at the meeting.

(b) SPECIAL GENERAL MEETING:

- (i) The Managing Committee may call a special General Meeting at any time, for any special purpose, and shall also do so upon the requisition in writing of one third of the paid up members of the Centre; such requisition shall state the purpose for which the meeting is being required.
- (ii) Notice: Members of the Association shall be given a notice of at least 7 days for such a General Meeting.

(c) VOTING:

- (i) Procedure: At any General Meeting, the President or the Vice President and in their absence, any office bearer shall take the chair. Every Ordinary member and life member shall be entitled to one vote upon every motion and in the case of equality of votes, the Chairman shall have a casting or second vote. The Managing Committee may make arrangements for enabling members to vote by proxy, in writing.
- (ii) Quorum: At any annual or special General Meeting, 30 members or one third of the paid up membership of the Centre, whichever is more, shall constitute the quorum.

7. FINANCES:

- (a) The financial year shall end on 31 January of each year, to which date the accounts of the Centre shall be balanced.
- (b) Audit: The Managing Committee shall appoint accountants to prepare accounts of the Centre for consideration at the annual General meeting.
- (c) All monies received shall constitute the funds of the Centre and be paid immediately into a Bank. For any subscription or donation received, an official receipt shall be issued.
- (d) All expenditure over £200.00 must be approved by the Managing Committee.
- (e) There shall be at least three authorised signatories to operate a Bank Account, consisting of the President,

Secretary and Treasurer. A cheque shall be signed by at least two out of the three signatories.

8. TRUSTEES

There shall be seven Trustees of the Centre always. The first Trustees shall be appointed by the general body of the Centre and the property of the Centre shall vest in them, other than money and cash which shall be under the control of the Managing Committee. The Trustees shall be Ordinary members of the Centre, not being members of the Managing Committee. The Trustees shall be indemnified by the Centre against loss or expense arising from their position as such. They shall remain in office until death, resignation or removal by resolution of the Managing Committee, in which case the Managing Committee will have the power to appoint a new Trustee or Trustees.

(a) The Trustees shall have the following powers:-

- (i) The Trustees will hold the property and assets of the Centre UPON TRUST at the direction of the Management Committee.
- (ii) The Trustees may from time to time acquire by purchase, exchange, gift or otherwise other freehold or leasehold land or premises for the purposes of the Centre, at the direction of the Management Committee.
- (iii) If for any reason any part of the premises from time to time occupied for the purposes of the Centre should become unsuitable or not be required for such purposes, the Trustees may (at the direction of the Management Committee) sell, exchange or lease the same and may apply at the direction of the Management Committee the proceeds of sale of such premises and the rents and profits thereof for the purchase of other land or premises for the purposes of the Centre.

9. ALTERATION TO THE CONSTITUTION

1. Subject to the following provisions of this clause 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. The notice of the general meeting must include notice of the resolution, setting out the terms of the alteration proposed.
2. No amendment may be made to clause 1, the objects clause, clause 10 or this clause without the prior consent in writing of the Commissioners.
3. No amendment may be made which would have the effect of making the Centre cease to be a charity at law.

4. The Management Committee should promptly send to the Commissioners a copy of any amendment made under this clause.

10. DISSOLUTION

If the Management Committee decides that it is necessary or advisable to dissolve the Centre it shall call a meeting of all members of the Charity, of which not less than 21 days' notice (stating the terms of the resolution to be proposed) shall be given. If the proposal is confirmed by a two-thirds majority of those present and voting the Management Committee shall have power to realise any assets held by or on behalf of the Centre. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable institution or institutions having objects similar to the objects of the Centre as the members of the Centre may determine or failing that shall be applied for some other charitable purpose. A copy of the statement of accounts, or account and statement, for the final accounting period of the Centre must be sent to the Commissioners.

Inham

M. Naeem
(Secretary)