

**CONSTITUTION ... 1983**

**PUTHUSUKAL:UK**

## CONSTITUTION

## 1. NAME:

The Name of the Organisation shall be "PUTHUSUKAL" -UK.

## 2. ADDRESS:

Registered address of the Organisation shall be in the United Kingdom

## 3. AIMS &amp; OBJECTIVES:

The primary objective of the Organisation shall be to promote Tamil art, Culture & Literature and promote the activities if the Organisation as decided by the executive committee time to time.

In furtherance of the primary objective the Organisation shall

- a. Work for the welfare of the Tamil community in UK.
- b. Liaise with other Organisations which are concerned about the Tamil community in UK.
- c. Promote any charitable purposes for the benefit of the Tamil community.

## 4. MEMBERSHIP

Membership of the Organisation shall be open to all who will subscribe to the Aims and Objectives of "PUTHUSUKAL" -UK.

Every member shall pay an annual subscription.

- a. Employed; £3-00 pa.
- b. Unemployed: £1-00 pa. in advanced as member -ship fees.

The associate membership shall be open to well wishers of the "PUTHUSU" - a Tamil publication in Sri Lanka.

## 5. CESSATION OF MEMBERSHIP:

If any member fail to pay the subscription for two or more years he / she shall ipso facto cease to be a member.

If such a member wish to come back , arrears subscription must be paid.

## 6. ANNUAL GENERAL MEETING:

The annual general meeting shall be summoned by the General Secretary upon the direction of the executive committee in July of the each year to:

- a. Adopt minutes of the previous annual general meeting, Special and / or emergency general meeting if any.
- b. Receive and adopt the audited annual statement of accounts.

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- c. Receive and adopt report of the executive committee
  - d. Elect the office bearers and members of the Executive committee
  - e. Pass any resolutions
7. SPECIAL GENERAL MEETING:
- The Special general meeting shall be summoned by the General Secretary in the following circumstances.
- a. At the direction of the Executive committee
  - b. By the written request by at least one fourth of the member - ship or ten members which ever is less ( specifying the reason for calling the meeting )
8. EMERGENCY GENERAL MEETING:
- Emergency general meeting shall be summoned by the General Secretary at the request of the Executive committee to discuss and decide any matter of urgency . The quorum one third of the member ship or ten members which ever is higher.
9. EXECUTIVE COMMITTEE:
- The Executive Committee shall consist thirteen members as follows:
- a. President
  - b. Vice President
  - c. General Secretary
  - d. Assistant Secretary
  - e. Treasurer
  - f. Asst. Treasurer
  - g. Seven ordinary Executive committee members
- All the Executive committee members shall be elected at the annual General meeting.
- An Auditor who shall not be a member of the executive committee shall also elected at the annual general meeting.
10. FUCTION OF EXECUTIVE COMMITTEE:
- a. Appoint sub-committees from among its members with the right to co-opt from outside to perform specified tasks
  - b. To consider, decide and carry out fund raising activities
  - c. To ensure that the activities of "Puthusukal" - UK are efficiently anf effectvely carried out.
  - d. To fill the vacancies in the committee

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- e. Pay all expenses of and preliminary and incidental to the promotion, formation, establishment and resignation.
  - f. All cheques, promisory notes, drafts, bills of exchange and other negotiable instruments and all receipts for monies paid to "Puthusukal" UK shall be signed, drawn, accepted endorsed or otherwise executed as the case may be in such manner as this committee shall form time to time determine.
11. Quorum for the Executive committee shall be seven members thereof.
12. The Executive committee shall meet once in two months or as it deems necessary.
13. PRESIDENT:
- President or in his absent the Vice President shall normally preside at the annual general meeting, Special general meeting Emergency general meeting and the Executive committee meetings.
14. GENERAL SECRETARY:
- The General Secretary or in his absece the assistant Secretary shall maintain the proper minutes of all meetings of "Puthusukal" - UK and be the custodian of all correspondance.
15. TREASURER:
- The Treasurer or in his absence the assistant Treasurer shall maintain proper records of income and expenditure and up to date register of the Membership of the "Puthusukal" -UK.
- The Tresurer shall submit an audited statement of accounts to the annual general meeting .
16. ACCOUNTS:
- The Executive committee shall cause proper books of account to be kept with the respect to,
- a. All sums of money received and expended by the Organisa- tion and matters in respect of which such receipts and expenditure take place.
  - b. All sales and purchaseso of the goods by the Organisation.
  - c. The assets and liabilities of the Organisation.
17. The books of accounts shall be kept at the office or at such other place or places as the executive committee shall think fit and shall normal office hours be open to inspection of the members of the executive committee and others authorised by them.

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18. The Bank account shall be opened in the Name of the Organisation ("Puthusukal") with the National Westminster Bank plc
- The committee shall authorise in writing THE Treasurer, the General Secretary, the President and another member of the committee to sign cheques on behalf of the organisation. All cheques must be signed by not less than two of the four authorised signatories.
19. NOTICE:  
The required notice for the following meeting shall be
- Annual general meeting..... 21 days
  - Special general meeting..... 15 days
  - Emergency general meeting..... 7 days
  - Resolutions before annual, special and general meetings..... 7 days
  - Executive committee meetings..... 7 days
20. STANDING ORDERS:  
The general meeting may adopt standing orders not inconsistent with the article of the constitution by a two third majority of those voting for the efficient and effective pursuit and prosecution of the objectives of "Puthusukal" - UK and proper conduct of meetings of "Puthusukal" - UK and its elected bodies
21. AMENDMENTS TO THE CONSTITUTION:  
Amendments, alteration, deletion or addition to the constitution may be affected after due notice being given in that behalf at a general meeting of "Puthusukal" - UK at which atleast two third of the vote cast are in favour of such change
22. VOTING:  
In all bodies shall be open and by show of hands, provided however the Executive committee at its discretion may prescribe secret and / or postal voting.
23. DISSOLUTIONS:  
If the Executive committee by a single majority decide at any time on the ground of expence or otherwise it is necessary or advisable to dissolve the Organisation it shall summon a meeting of all the members of "Puthusukal"- UK who have power to vote , of which meeting at least 21 days notice ( stating the terms of the resolution to be proposed thereat ) shall be given. If such a decession shall be confirmed by a two third majority of those present and voting at such meeting the committee shall have the power to dispose of any assets held by or on behalf of the organisation. Any assets remaining after the satisfaction of any proper debts and liabilities shall

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shall be given to or transferred to "Puthusukal" Branch in Sri Lanka or such other institution having objects similar to the objects of the Organisation as the committee may determine.

24. INTERPRETATION:

For the interpretation of this constitution consist the Interpretation act 1978, shall apply as it applies to the interpretation of an act of Parliament.

