

CONSTITUTION OF THE CHUNDIKULI – ST.JOHN’S PAST PUPILS UK ASSOCIATION

(Passed at the AGM held on 19.9.92)

(Changes Passed at the AGM on 12.05.2019)

(Changes Passed at the AGM on 10.06.2023)

(Changes Passed at the AGM on 11.05.2024)

1. The Association shall be called the **CHUNDIKULI-ST.JOHN’S PAST PUPILS UK ASSOCIATION**.
2. a. Membership of the Association is open to all past pupils, **their children** and **past staff** of Chundikuli Girls’ College and St.John’s College, Jaffna, Sri Lanka, and others who have been closely associated, on payment of a minimum life-membership fee of **£100** or an annual membership fee of £10, the later being subject to review by the Committee. The Committee is the sole arbiter of all such membership.

b. The Committee on behalf of the Association is empowered to accord honorary member to individuals who have rendered laudable service to either school or Association.
3. The **OBJECTIVES** of the Association shall be
 - a. to act as a **FOCUS** enabling the many Past Pupils living throughout the UK to get together, both nationally and regionally, in healthy fellowship.
 - b. to act as a **FORUM** providing opportunities for exchanging information and for the spiritual/cultural development of members.
 - c. to act as a **FUND-RAISING BODY** in order to support the educational needs and well being of both our colleges and the welfare of our members.
4. a. The **FUNDS** of this Association will be in **TWO ACCOUNTS**:
 - i. To hold the **LIQUID ASSETS** of the Association, to be operated by the Treasurer with the approval of the majority of members of the committee.
 - ii. To collect monies for the **CHUNDIKULI TRUST FUND**, such fund to be financed by life and annual membership levels and funds from social functions and activities.

- iii. The Chundikuli Trust Fund to be governed by its own Constitution which is dependent of the Association and its body of rules. This Fund is to be **REGISTERED CHARITY** under the laws governing charities in the United Kingdom.
- 5. **A REGISTER** shall be kept of the names and addresses of all members.
- 6. There shall be an **ANNUAL GENERAL MEETING**, held in summer or early autumn, at a convenient venue, and members shall be notified at least 30 days ahead. Other **REUNIONS** may be arranged if needed. **A SPECIAL GENERAL MEETING** May be summoned to discuss any urgent matter, either by the President or by Written request of 10 members subject to 21 days notice. The Committee will decide the urgency of this request.
- 7. a. The **BUSINESS** of the Association shall be conducted by a **COMMITTEE** of 19 members consisting of:
 - 2 PATRONS who shall be the existing Principals of both our colleges
 - 1 President
 - 1 Vice President
 - 1 Secretary
 - 1 Assistant Secretary
 - 1 Treasurer
 - 1 Assistant Treasurer
 - 10 Committee Members (Five from each College)
 - 1 Social Secretary
 - 1 Sports Secretary
 - 1 Media and Communication Manager
- b. The Social and Sports Secretaries shall be empowered to form a sub-committee of five members each to help and assist in their functions. The said two Secretaries will communicate with the Committee in all matters and decisions taken by the said sub-committees.

These office-bearers (except the Patrons) shall be elected at each AGM **as below,**

I. The Vice President shall get appointed as the President for the

following year.

II. The Vice President shall be elected each year, alternating from each school.

III. Past presidents shall be able to return to committee after 5 years.

IV. All other office bearers shall be elected each year

- c. Only the Committee is empowered to co-opt additional members. There is no upper limit on co-opted members.
 - d. A total of 7 shall form a quorum for the Committee.
 - e. Only **FULLY PAID SUBSCRIBED MEMBERS** of the **ASSOCIATION** are eligible to serve as members of this committee
 - f. Committee members who do not attend three consecutive meetings automatically lose their right to serve in the Committee, unless their absence is due to illness or unavoidable circumstance. Such circumstance should be conveyed to the Secretary.
8. The **FUNCTIONS** of the Committee shall be to foster and promote the main objectives of the Association. The functions of the various officers of the Committee would be consistent with those normally carried out by such officers of other associations.
9. Items may be added or deleted from the Constitution, at an AGM where **TWO-THIRDS** of the members present agree.
10. All motions intended for discussions at any meeting, shall be submitted in writing to the Committee at least **TWO WEEKS** before the meeting is due.
11. a. A proper account of all monies collected and distributed shall be kept by the Treasurer. The date of the annual statement of accounts is the 31st of March each year. This annual Statement is to be verified and signed by a firm of Chartered Accountants nominated by the Committee.
- A verified statement of accounts shall be submitted at the AGM for approval.
- b. All monies received shall be credited to an account of the Association

and thereafter payments made as directed by the Committee.

- c. The account shall be operated jointly by the President, the Treasurer and Secretary. Any two of the above officers would be empowered to sign cheques.
- d. Disbursement of the funds of the Association shall be consistent with the essential day to day functions of the Association and its general objectives.
- e. The treasurer shall reimburse all expenses incurred on behalf of the Association and at the direction of the Committee.
- f. The accounts shall be open for inspection by any members by arrangement with the committee.
- g. All Money and property of the Association shall be vested in the Committee.
- h. If at any future date and for whatever reason, the Association is disbanded, all assets belonging to the Association, shall belong to both colleges (Chundikuli Girls' College, Jaffna and St.John's College, Jaffna, SriLanka).
- i. These Assets referred to in 11(h) shall be transferred to the Chundikuli Trust Fund.
- j. In the event of this Association being disbanded, the serving Committee on behalf of all Live Members, shall bequeath the Chundikuli Trust Fund to the CHURCH MISSIONARY SOCIETY, Partnership House, 157 Waterloo Road, London SE1 8UU, who will act as our agent and administer this **FUND** according to its constitution.

Summary of the changes passed at the AGM 2019.

- 1. 2.a – Membership fee is changed to £10 from £5 – current fee is £10 – constitution was not updated.
- 2. 7.e – Life Members is changed to Fully Paid Subscribed Members as most of the current committee members are not Life members, and we do not give any more life membership – Constitution was not updated.
- 3. 6 - Late Summer is changed to “Summer” as Annual General meeting is normally held in June/July to avoid holiday season.
- 4. 11.a - Annual Statement Date is changed from 1st of August to 31st of March as this is the current practice for the accounts to be ready for the AGM that is normally held in June/July to avoid holiday season.

5. 11.a - “Audited and Certified” is changed to “Verified and Signed” as CSJPPA accounts never been audited as the transaction is in the region of £20,000 - £25,000 only and to avoid any costs.
6. 11.a – Audited accounts is changed to Verified accounts for the above reasons.

Summary of the changes passed at the AGM 2023:

1. 7a - Media and communications manager added
2. 7c – no upper limit for co-opt members added

Summary of the changes passed at the AGM 2024

1. Life membership is reactivated but increased the amount to £100 in section 2a.
2. Membership of the association is open for children of past pupil and extended to past staff rather than just teachers to match CTF membership criteria in section 2a
3. Office bearers term was changed from 2 years to 1 year and enabled past presidents to rejoin the committee after taking 5 years break in section 7b.