Members

Our Charitable Incorporated Organisation (CIO) operates as an Association Model, and as such has a membership. The members of our Charity are essential to its successful operation. Members, through their majority vote, make decisions relating to things such as changing the Charity's Constitution, appointing and removing trustees and determining whether a charity should be wound up.

Our members comprise representatives from the families of our users, all our trustees and potentially representatives of local stakeholder organisations where relevant.

Detailed information about who are members are and their roles and responsibilities is provided in the Charity's Constitution, available upon request or by viewing a copy held in the Policies Folder at both the settings, in particular Sections 9 to 11. Of particular note is Section 9 clause 3: It is the duty of each member of the CIO to exercise his or her powers as a member of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO.

Family membership will be offered to the parents/guardians of all users of the Charity, by letter invitation from the Trustees (as appended – that document can be reviewed and updated as required by the existing Trustees, subject to majority agreement).

All Trustees will automatically become affiliate members upon confirmation of their appointment at the relevant general meeting.

Affiliate membership is also open to any party interested in furthering the charity's purposes. Each organisation or group will constitute an individual member, with one nominated person able to vote on behalf of the member.

All applications for membership must be received in writing to the Trustee by letter or email. For family members, the name of the parent/guardian, name of the child at the setting, as well as home and email address, or in the case of affiliate members the name of the individual representing the organisation, their email and correspondence address, should be provided to Hannah King, Chair of the Trustees, using the email address hannah772@msn.com .
All details will be held in confidence by Hannah on behalf of the Trustees in a Register of Members, in line with Data Protection regulations. A response by email or letter to confirm Membership approval, if given, will be provided by email or letter response from the Trustees within 21 days of application (as appended – that document can be reviewed and updated as required by the existing Trustees, subject to majority agreement). Refusal of membership, if believed to be in the best

interest of the CIO and as per the relevant clauses of the Constitution, shall be communicated by a letter from the Trustees detailing the relevant reasons for their decision and providing details of how to appeal, within 21 days of the application.

Members are strongly encouraged to vote as requested whether at general meetings or by resolution, as per the relevant clauses of the Constitution.

An Annual General Meeting (AGM) will typically be held in the latter part of the Autumn term or first half of the spring term to review the previous year's Trustee Annual Report and Accounts, and to appoint any new Trustees. Other general meetings may be called as required by the Trustees as per the relevant clauses of the Constitution.

Members can submit a resolution to be proposed at a general meeting subject to the relevant clauses in the Constitution, by email to the Chair of Trustees Hannah King (hannah772@msn.com) or in writing to Hannah King to the Charity Registered Address: Alburgh with Denton Preschool, School Road, Alburgh, Harleston, Norfolk, IP20 0BW.

Communications with the membership will be undertaken in whatever way the Trustees consider appropriate. As a minimum a letter of invitation to the AGM will be sent annually by email or post. Additional communication by flyer or newsletter will typically be used on at least one other occasion each year.