

RULES
and CONSTITUTION
of the
OXFORD DIOCESAN BELL FUND

As Adopted 21st September 1974
Amended 31st March 1979
Amended 4th November 2004

1. The name of the Fund shall be "THE OXFORD DIOCESAN BELL FUND" (hereinafter called "the Fund")
2. (a) The object of the Fund shall be to raise and collect sums of money and to apply the income arising from the investment of such sums in or towards the repair and renewal of the church bells in the Diocese of Oxford (hereinafter called "the qualifying work")
 - (b) In the interpretation of the above:
 - (i) "Bells" includes the frames and fittings and all other parts and constructions necessary for the proper functioning of the bells but excluding ropes stays and sliders
 - (ii) "Repair maintenance and renewal" shall not include routing servicing of the bells, repairs to the tower or the augmentation of the bells but shall include the removal of bells from one church and their erection in another
 - (iii) "The Diocese of Oxford" shall mean the Diocese as constituted at the date hereof
3. The Custodian Trustee of the Fund shall be Diocesan Trustees (Oxford) Limited / The Official Custodian for Charities
4. (a) The Officers of the Fund, each of whom shall be a Governor of the fund.
 - (b) Each Officer shall hold office from his appointment until the following Annual General Meeting when he shall be eligible for re-appointment
 - (c) If an office shall become vacant other than at an Annual General Meeting the Managing Trustees shall appoint a person from their number to fill the vacancy until the following Annual General Meeting
5. (a) THE Fund shall be managed by the Officers of the Fund and not less than two or more than four additional Managing Trustees who shall be appointed from the Governors of the Fund. The Chairman of the Fund shall be the Chairman of the Managing Trustees.

The additional Managing Trustees shall hold office from their appointment until the following Annual General Meeting when they shall be eligible for re-election. If for any reason the number of additional Managing Trustees falls below two then the Managing Trustees shall within 28 days co-opt another Managing Trustee or Trustees so as to produce the minimum number.

- (b) The Managing Trustees shall regulate their own procedure and may appoint sub-committees. The quorum for meetings of the Managing Trustees shall be 4 persons personally present and each Managing Trustee shall have one vote. In the case of equality of votes the Chairman shall have a second or casting vote

- (c) In particular the Managing Trustees shall consider and determine in such manner as they think fit all requests for grants from the Fund to cover the cost of qualifying works, but so that the Fund shall not be obliged to make any payment in any particular case. In any case where the cost of the qualifying works has been merged with the cost of other works the Managing Trustees shall conclusively determine the cost of the qualifying works
6. (a) The Annual General Meeting of the Fund shall be held before the 1st June in each year, and special general meetings may be convened at any time. All the members for the time being of the General Committee of the Oxford Diocesan Guild of Church Ball Ringers (herein called "the Governors") shall be entitled to attend and vote at a general meeting
- (b) The Annual General Meeting shall be convened by the Managing Trustees and special meetings shall be convened by the secretary upon a request by the Managing Trustees or 20 Governors. Every Governor shall be given at least twenty-one days' notice of the meeting and the business thereof but so that an accidental omission to notify any Governor shall not nullify the meeting
- (c) The business to be transacted at the Annual General Meeting shall be to:
- (i) receive the Report and Audited Accounts of the Managing Trustees
 - (ii) appoint the officers
 - (iii) appoint the additional Managing Trustees
 - (iv) appoint the Auditor
- (d) The quorum for general meetings shall be 20 Governors personally present and each Governor shall have one vote. In the case of equality of votes the chairman shall have a second or casting vote
7. (a) ALL sums received on behalf of the Fund (otherwise than as investment income) shall be handed to the Treasurer who shall pay the same into a capital account of the Fund at a Trustee Savings Bank or at a clearing bank. The capital account shall be used solely for payment to the Custodian Trustee for investment
- (b) All income arising from the investment of the Fund (including any refunds of income tax) shall be credited to an income account in the name of the Fund at a Trustee Savings Bank or at a clearing bank and shall be available for the purposes of the Fund. Any income in excess of the requirements of the Fund shall be reinvested but the Managing Trustees may at any time or times realise investments of accumulated income and apply the proceeds thereof as income
- (c) Cheques and orders on the Capital and Income Accounts shall be signed by the Treasurer and one other Managing Trustee

8. (a) All investments and property acquired by the Fund shall be vested in the name of the Custodian Trustee (with power from time to time to vary and transpose such investments) who shall with such consent as is by law required deal with them by way of sale mortgage lease or otherwise howsoever as directed by the Managing Trustees. Such direction when passed shall in favour of a subsequent purchaser mortgagee lessee or grantee be binding upon all the Governors of the Fund, and a certificate purporting to be signed by the secretary shall in favour of such purchaser mortgagee lessee or grantee be conclusive evidence that such a direction was given
- (b) The capital of the Fund may be invested in the acquisition by purchase or otherwise or upon the security of such property or whatever nature and wheresoever situate as the Managing Trustees shall think fit
9. (a) PROPER books of account shall be kept by the Treasurer on behalf of the Managing Trustees and entries therein made of all receipts and payments. Such accounts shall be audited annually by a chartered accountant appointed at the Annual General Meeting
- (b) The Managing Trustees shall present to the Annual General Meeting the report and audited accounts for the previous year.
10. IF in general meeting the Governors shall decide that the purposes of the Fund cannot continue to be carried out and that the Fund should be dissolved then the Managing Trustees shall dispose of the assets of the Fund and (after the satisfaction of all proper debts and liabilities) they shall be applied to similar charitable purposes of the Church of England as the Managing Trustees shall with the consent of the Charity Commissioners decide
11. (a) NO alteration shall be made to clauses 2, 10 and this clause hereof without the consent of the Charity Commissioners
- (b) No alteration shall be made hereto without the consent of the Custodian Trustee but such consent shall not be unreasonably withheld
- (c) Subject thereto, any alteration hereof shall require the approval of:
 - (i) a simple majority of the Managing Trustees and
 - (ii) 75% of the Governors in general meeting.