

CONSERVATIVE MUSLIM FORUM

CONSTITUTION

March 2008

As amended on 28 March 2012 and 16 April 2013

Conservative Muslim Forum Constitution

A Name

The name of the Association is the **Conservative Muslim Forum**, abbreviated as **CMF**.

B Status of the Conservative Muslim Forum with the Conservative Party

The Conservative Muslim Forum is a wholly affiliated voluntary organization of the Conservative Party (“the Party”) in the United Kingdom and as such it and all of its members are bound and governed by the Conservative Party’s rules and wider objectives. In the event of any contradiction between this Constitution and Conservative Party rules, the Conservative Party rules take precedence.

C Objectives of the CMF:

- (1) Engage with Muslims of all persuasions and encourage them to participate in political life at all levels, from grassroots to Parliament.
- (2) Engage with Muslims and all other communities and encourage them to support and vote for the Conservative Party.
- (3) Undertake campaigning for the Conservative Party at elections and other times.
- (4) Encourage Muslims to make effective and positive contributions to the development of an inclusive and cohesive society in the United Kingdom.
- (5) Work to maintain and build bridges with all communities and religions within the United Kingdom.
- (6) Strive to maintain unity, brotherhood, tolerance and goodwill between all persuasions of Muslims and with the wider community and strengthen its social and cultural heritage.
- (7) Collate factual information on issues and circumstances relevant to Muslims of all persuasions in the UK.
- (8) Create an enabling environment to influence policy development from within the Conservative Party and safeguard the interests of Muslims.
- (9) Strive to improve the quality of life of all Muslims through addressing issues including health, education, women’s issues, disability, integration and mentoring of prospective Parliamentary and other candidates within the Conservative Party’s wider objectives.

D Executive Committee

- (1) Except where otherwise provided in the Constitution, all of the affairs of the CMF will be managed by the Executive Committee.

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(2) The Conservative Muslim Forum Executive Committee will consist of the following elected members:

- (a) Chairman
- (b) Deputy Chairman
- (c) Secretary
- (d) Treasurer
- (d) Up to nine other Executive Members

(3) All positions will be voluntary and elected members are to be elected every three years at an Annual General Meeting and shall as from the effective date carry out the activities of Conservative Muslim Forum according to this Constitution and the strategic direction and management of the Executive Committee.

(4) In addition the Executive Committee may co-opt other members from the Conservative Muslim Forum membership from time to time for the remaining term of the Executive Committee without any limitation upon the total size of the Executive Committee.

(5) The Executive Committee shall decide upon Portfolios and form Sub-Committees as necessary. The Executive Committee shall nominate Executive Committee Members to be responsible for and to lead such Portfolios and Sub-Committees as necessary.

(6) The Executive may designate one or more of its members as ‘Vice Chairman’ or ‘Vice Chairmen.

E All Members’ Obligations

(1) Show the utmost good faith to all matters relating to the activities of the Conservative Muslim Forum and consult with the Executive Committee regarding all activities affecting its integrity.

(2) Conduct oneself in a proper and responsible manner and use one’s best endeavours to further the interests of the Conservative Muslim Forum.

F Executive Committee Members Responsibilities and Powers

(1) Executive Committee Members shall not, unless expressly authorised by the Executive Committee:

- (a) Engage directly and/or indirectly with activities conflicting and competing directly with the activities of the Conservative Muslim Forum and the Conservative Party
- (b) Engage or dismiss any employee of the Conservative Muslim Forum

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(c) Buy, order or contract for any goods or property or give any guarantee on behalf of the Conservative Muslim Forum, except as authorised by clause U (4)

(d) Compromise or compound or release or discharge any debt due to the Conservative Muslim Forum

(e) Take any such action whereby the Conservative Muslim Forum's assets may become charged or put at risk.

G Membership

(1) Any adult person who is already a member of the Conservative Party regardless of race, colour or creed may apply to become a Member of the Conservative Muslim Forum. The Membership subscription shall be such amount as may be set from time to time by the Executive.

(2) Any adult person who is not already a member of the Conservative Party but is eligible to vote in British general or local elections may apply to become a Member of the Conservative Muslim Forum regardless of race, colour or creed. In such a case the person must simultaneously apply to become a member of the Conservative Party and pay any prescribed amount set by the Party and any prescribed amount set by the Conservative Muslim Forum.

H Registered Supporter

(1) Registered Supporter – Any person may apply to become a Registered Supporter of the Conservative Muslim Forum. The subscription for a Registered Supporter shall be such amount as may be set from time to time by the Executive.

I Executive Committee Meetings

(1) The Executive Committee shall hold at least six ordinary meetings each calendar year which may be convened on reasonable notice by the Chairman or any four of the Executive Committee Members.

(2) A Special Meeting of the Executive Committee may be called at any time by the Chairman or by any four members of the Executive Committee upon not less than four days' notice being given to the other members of the Executive Committee of the matters to be discussed but if the matters include an appointment of a co-opted member than not less than twenty one day's notice must be given.

(3) The Chairman shall act as Chairman at meetings of the Executive Committee. If the Chairman is absent from any meeting the Deputy Chairman will deputise. If the Deputy Chairman is also absent and there are one or more Vice Chairmen present, the Vice Chairmen present will decide which of them is to chair the meeting. Otherwise the members of the Executive Committee present shall choose one of their number to be chairman of the meeting before any other business is transacted.

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(4) Members from the wider Party may be invited to attend Executive Committee meetings from time to time in the capacity of observers.

J Annual General Meetings

(1) Annual General Meeting shall be held at least once by the end of March in each calendar year, not being more than fifteen months after the preceding Annual General Meeting and may be convened by twenty one days' notice being given by the Chairman and/or two members of the Executive Committee.

(2) Members from the wider Party may be invited by the Executive Committee to attend from time to time in the capacity of observers.

K Extraordinary General Meetings

(1) An Extraordinary General Meeting may be called at any time by the Chairman or by any four members of the Executive Committee upon twenty one days' notice being given to the members of the Conservative Muslim Forum of the matters to be discussed.

(2) The notice convening an Extraordinary General Meeting must contain the purpose for which the EGM was called and only that business will be transacted.

L Attendance and Minutes

Records and minutes will be kept by the Secretary of the Conservative Muslim Forum as may be necessary or useful for the prompt and efficient conduct of the activities.

M Voting

(1) At each meeting of the Executive Committee each member shall be entitled to one vote. All decisions at any meeting shall be decided by a majority vote of those present in person with the Chairman having a casting vote.

(2) At each General meeting each member shall be entitled to one vote. All decisions at any meeting regarding matters which are not Special Business shall be decided by a majority vote of those present in person with the Chairman having a casting vote.

N Special Business

The following matters constitute Special Business and require a 75% majority of Members present and voting at a General Meeting in order for an effective resolution to be passed:

- Any amendment to this Constitution.
- Any decision to determine the existence of the Conservative Muslim Forum.

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O Proxies

No member may appoint another person as proxy to vote on his behalf at any meeting.

P Quorum

The quorum required for ordinary and special meetings of the Executive Committee is four Executive Committee Members. No Committee Member shall be counted in ascertaining whether a quorum is present unless he is present in person.

The quorum required for a General Meeting will be fifteen current members of the Conservative Muslim Forum.

Q Patrons

The Executive Committee may appoint a person or persons to be a Patron or Patrons to the

Conservative Muslim Forum, such person or persons shall possess commitment to the Conservative Party and its ethos and objectives. Patrons shall have the same voting rights as members but only if such patrons are eligible to vote in general or local elections.

R Presidents

The Executive Committee may appoint a person or persons to be a President or Presidents of the Conservative Muslim Forum. Such person or persons must be or become members of the Conservative Muslim Forum. Presidents shall be given notice of all Executive meetings and shall have the right to attend Executive meetings and speak if they wish to do so.

S Retirement

(1) By Notice

An Executive Committee Member shall be entitled to retire with immediate effect from the Committee by giving written notice to the Chairman.

(2) Due to Absence

If any Committee Member shall be absent from 3 consecutive meetings of the Committee without reasonable excuse, the Committee may serve notice in writing inviting the retirement of that Committee Member and the Member in question shall be deemed as retired on the expiration of one month from the date of service of the notice.

T Expulsion

(1) If any member or registered supporter:

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(a) Shall commit any grave breach or persistent breaches of this Constitution or shall be guilty of any conduct likely to have serious adverse effect upon the activities, ethos and objectives of the Conservative Muslim Forum or the Conservative Party

(b) Shall be in material breach of any agreed and minuted policy of the Conservative

Muslim Forum and/or any obligations then in any such case the Executive Committee may on a resolution supported by three quarters of the Executive Committee present and eligible to vote give notice in writing to expel immediately the said person and the member in question shall accordingly be deemed to be retired from the Conservative Muslim Forum with effect from the date of service of such notice.

(2) If a member ceases to be a member of the Conservative Party, he shall cease to be a member of the Conservative Muslim Forum upon the Executive Committee becoming aware of this fact.

U Finance

(1) The Executive Committee may collectively decide to set a fee for membership of the Forum, if this was felt necessary.

(2) The Executive Committee shall have collective power to raise funds for the Conservative Muslim Forum.

(3) The Bankers of the Conservative Muslim Forum shall be Lloyds Bank or such other bank that the Executive Committee may from time to time decide.

(4) All monies of the Conservative Muslim Forum not required for current expenditure and all cheques shall be paid promptly into the Conservative Muslim Forum's designated bank account and all securities for monies shall be deposited in the name of the Conservative Muslim Forum.

(5) Cheques drawn on the Conservative Muslim Forum's bank account under £200 shall be signed by the Treasurer or by another Approved Signatory.

(6) The Executive shall approve a list of cheque signatories additional to the Treasurer. All cheques above £200 shall be signed by the Treasurer and one other Approved Signatory or by two Approved Signatories if the Treasurer is unavailable.

(7) All expenditure above £2,000 must be approved by the Executive in advance

(8) The Treasurer shall prepare annual statements of account for the Conservative Muslim Forum to present at the Annual General Meeting for approval by members.

(9) The Conservative Muslim Forum shall maintain full, proper, accurate and up to date books of account; and such books shall be available at all times for inspection by the Conservative Party Leadership.

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(10) Management accounts to be submitted as and when the Executive Committee so requires and not less frequently than once a year.

(11) The Conservative Muslim Forum will comply with any requirements of the PPERA.

V Determination of the Conservative Muslim Forum

(1) The Conservative Muslim Forum shall only be determined and this Constitution cease to apply without antecedent breach of liability if at least 75% of all members present at a General Meeting resolve that the Conservative Muslim Forum should be determined, in which event the Conservative Muslim Forum shall cease to exist and the Constitution will cease to apply.

(2) Upon determination of the CMF for any reason, a full and general account shall be taken of the assets, credits, debts and liabilities of the CMF. Such assets and credits shall with all reasonable speed be sold and the proceeds applied to discharge such debts, liabilities and expenses of an incidental to the winding up of the CMF's activities. Each member of the Executive Committee shall execute and do all necessary or proper deeds, documents, acts and things for effecting and or facilitating the directions contained in this covenant. Any surplus assets remaining after the discharge of liabilities shall be paid into the Central funds of the Conservative Party.