

BRITISH DENTAL ASSOCIATION BENEVOLENT FUND

RULES 2010

1 Name

The Fund shall be called the British Dental Association Benevolent Fund.

2 Objects

The object of the Benevolent Fund is to give financial or other help when practicable to such necessitous persons who in the opinion of the Board of Trustees may be deserving of assistance and:

- a. whose names are or have been on The Dentists Register of the United Kingdom, or
- b. are dependants of such dentists, or
- c. are students at UK dental schools

3 Members of the Fund

For the purpose of these Rules, membership of the Fund shall be deemed to be synonymous with membership of the British Dental Association.

4 Board of Trustees

a. The Board of Trustees shall be composed as follows:

Chairman)
Vice-Chairman)) Elected in accordance with Rule 17
Honorary Secretary)
Honorary Treasurer)

- The Chairman for the time being of the Representative Body of the British Dental Association;
- Chief Executive of the British Dental Association;
- A Representative of each Branch and Group of the British Dental Association;
- A Representative of the Dental Practitioners' Association;
- Up to two members co-opted by the Board of Trustees at any meeting

b. Should a Branch or Group representative fail in their duties and responsibilities under trust and charity law the Chairman will, after consultation with the Executive Committee, ask the Branch or Group to nominate a replacement.

c. The President of the British Dental Association shall be the Patron of the Benevolent Fund. The Patron will not be a Trustee of the Fund.

5 Honorary Vice-Presidents

The Board of Trustees shall have the right to nominate Honorary Vice-Presidents for election at the Annual General Meeting in recognition of exceptional past service to the Fund. They will not be

members of the Board of Trustees.

6 Meetings of the Board of Trustees

The ordinary meetings of the Board of Trustees shall be held at such times as the Board shall determine, but not less frequently than twice in any year. Notice of the date of such meetings shall be sent to the Trustees at least fourteen days before the meeting. Any eight members of the Board may at any time require the Honorary Secretary to convene an Extraordinary Meeting of the Board, and such a meeting shall be convened by notice stating the object of the Meeting to be sent to each member of the Board at least fourteen clear days before the time appointed for the holding of such meeting. No business shall be transacted at such a meeting or any adjournment thereof other than that specified in the notice convening the same. Any recommendations of such an Extraordinary Meeting must be submitted to the next ordinary meeting of the Board of Trustees.

7 Proceedings at Meetings of the Board of Trustees

At any meeting of the Board of Trustees in the absence of the Chairman and Vice-Chairman, the members of the Board in attendance shall choose a Chairman of the meeting from among themselves. A quorum shall be ten members of the Board and a majority of the quorum may make grants and do all acts within the powers of the Board. The Chairman of any meeting of the Board shall have a casting vote. A permanent record shall be kept of the proceedings of every meeting.

8 Role of the Board of Trustees

- a. To promote and oversee the working of the Fund within the objects of the Fund set down in Rule 2
- b. To make grants and loans to applicants for relief upon condition that loans shall be repayable to the Fund on demand or as it shall stipulate.
- c. To ratify decisions taken by the Executive Committee between meetings of the Board of Trustees
- d. To give directions as to the investment and distribution of the funds
- e. To make such orders and regulations for the management of the Fund (not inconsistent with these Rules) as they may deem expedient

9 Executive Committee

- a. The Executive Committee shall comprise the Chairman, Vice-Chairman, Honorary Treasurer and Honorary Secretary together with three other members who shall be elected by the Trustees from among their number at the first meeting of the Board of Trustees after the Annual General Meeting.
- b. The elected members shall not normally serve for more than four successive years. At any meeting of the Executive Committee, in the absence of the Chairman and Vice-Chairman, the members of the Committee in attendance shall choose a Chairman of the meeting from among themselves. A quorum shall be four members of the Committee and a majority of the quorum may make grants and do all acts within the powers of the Committee. The Chairman of any meeting of the Committee shall have a casting vote. A permanent record shall be kept of the proceedings of every meeting.

10 Role of the Executive Committee

The Executive Committee shall have the authority to make grants and loans and to make decisions on any urgent matters which arise between meetings of the Board of Trustees, such decisions to be reported for ratification by the Board at its next meeting.

11 Investment of Funds

The capital of the Fund shall be invested in the name of the British Dental Association Benevolent Fund or its nominees. Investments may be made in any way in which the Board of Trustees shall in its absolute discretion think fit as if the Board of Trustees were sole beneficial owner of such monies.

12 Banking

All monies of the Fund remaining uninvested shall be kept in the name of the Fund at a Bank to be nominated by the Board of Trustees and all monies received on account of the Fund shall be promptly paid into such account. All cheques issued on behalf of the Fund must be signed by at least two persons appointed to do so by the Board of Trustees.

13 Application of Income

All annual subscriptions and donations and all income arising from the assets of the Fund may be treated as income and shall be applied in payment of the administrative and other expenses the Fund and for the payment of grants or the provision of other assistance awarded by the Board of Trustees. Any surplus income may at the discretion of the Board be added to capital.

14 Restraint on Anticipation

The Board of Trustees shall not in any case make any grants or loans by which the income, donations or bequests of future years shall be anticipated or appropriated.

15 Liability of the Board of Trustees

In the professed execution of his function under these Rules, no member of the Board of Trustees shall be liable for any loss of funds arising by reason of any improper investment or application thereof made in good faith; nor for the negligence or fraud of any agent employed by him or any other member of the Board of Trustees, although the employment of such agent was not strictly necessary or expedient; nor by reason of any mistake or omission made in good faith by any member of the Board of Trustees; nor by reason of any other matter or thing, except wilful and individual fraud or wrong-doing on the part of the member of the Board of Trustees who is sought to be made so liable.

16 Annual General Meeting

- a. A General Meeting of the members of the Fund shall be held annually, at a time and place to be determined by the Board of Trustees. The President of the Association or the Chairman or the Vice-Chairman of the Board of Trustees shall preside at the Annual General Meeting and at all other meetings of members. In the absence of the afore-mentioned, the members present may appoint a Chairman.
- b. At least twenty-one days' notice shall be given of the Annual General Meeting. Notice should be given on the Fund's website and in any other way practicable, provided the conditions as to time be complied with. A quorum shall be ten members of the Fund.

- c. The Board of Trustees shall present a Report at the Annual General Meeting. Such report shall cover the work of the Board for the year ending December 31 immediately preceding the meeting. The Report shall also contain the accounts for the same period
- d. The order of business at the Annual General Meeting shall include:
 - i. Minutes of the previous AGM and any other General Meeting held since the last AGM;
 - ii. Reception of Annual Report of the Board of Trustees with Statement of Accounts;
 - iii. Election of Officers (in accordance with Rule 17);
 - iv. Consideration of further business of which notice shall have been given;
 - v. Any other business which may be properly transacted;
 - vi. Date of the next Annual General Meeting.

17 Election of Officers

At the Annual General Meeting members shall elect a Chairman, Vice-Chairman, Honorary Treasurer and Honorary Secretary who shall hold office until the next Annual General Meeting. No member so elected shall normally serve in the same office for more than six years.

18 Extraordinary General Meeting

An Extraordinary General Meeting may be called at the discretion of the Board of Trustees, or whenever the Board shall be required to do so in writing by twenty members specifying the object for which such members desire the Meeting to be called. No business shall be transacted at such a Meeting or any adjournment thereof other than that specified in the requisition. At least fourteen clear days' notice shall be given of any Extraordinary General Meeting, such notice to be in the same form as that for the Annual General Meeting. The quorum shall be thirty members of the Fund.

19 Voting

Only Trustees present at a meeting may vote. In elections voting shall be by ballot. Votes on all other matters shall normally be by a show of hands. In the event of a tie, the Chairman shall have a casting vote.

20 Amendment of Rules

These Rules may be amended at an Annual General Meeting consisting of not less than twenty members. There must be a majority of not less than three-fourths of the members present and voting, provided that notice of the motion for alteration of the Rules shall be given by the Board of Trustees at least sixty days before the Annual General Meeting. The Board of Trustees, in giving notice of the Meeting, shall state that an alteration of the Rules is proposed and the nature of the alteration. No alteration shall be made to the Rules which would cause the Fund to cease to be a charity at law.

21 Dissolution of the Fund

In the event of the dissolution of the Fund any assets remaining after the satisfaction of all debts and liabilities shall be transferred to such other charitable institution or institutions having similar objects to those of the Fund, as the Board of Trustees, with the approval of the Charity Commissioners, shall determine.

22 Other Matters not covered by the Rules

The Board of Trustees shall be empowered to decide any matter concerning the Fund which is not covered by these Rules.

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Registered Charity No: 208146