LEOMINSTER
MUSLIM ASSOCIATION

Adopted on 28 July 2025

Name of Organisation:
Leominster Muslim Association

Status:
Voluntary, not-for-profit organisation (with intent to register as a charity)

Primary Purpose:
To serve the religious, social, and educational needs of the Muslim community in Leominster and promote interfaith understanding and cooperation.

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Constitution of the Leominster Muslim Association

1. Name

The name of the organisation shall be **Leominster Muslim Association** ("the Association").

2. Status

The Association shall be a not-for-profit, voluntary organisation. It may seek charitable status in accordance with UK law.

3. Aims and Objectives

The aims of the Association are:

- To establish and maintain facilities for congregational prayers and Islamic religious observance in Leominster.
- To provide spiritual, educational, and social support to members of the Muslim community.
- To promote mutual understanding, respect, and cooperation between Muslims and people of other faiths and backgrounds.
- To organise educational, cultural, and charitable activities that reflect Islamic values and contribute to the well-being of the wider community.
- To support individuals and families in need, regardless of faith, through advice, advocacy, and welfare initiatives.

4. Values

The Association shall be guided by the principles of:

- Compassion and service to humanity
- Respect for diversity and interfaith harmony
- Integrity, transparency, and accountability
- Commitment to peaceful coexistence and civic responsibility

5. Membership

- Membership shall be open to all individuals who support the aims and values of the Association.
- Members must be aged 16 or over.

- The Executive Committee may refuse or revoke membership if a person's conduct is deemed harmful to the Association's aims, subject to a fair hearing.

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6. Governance

a. Executive Committee and Trustees

- The Association shall be governed by an **Executive Committee**, whose members shall also serve as the **Trustees** of the Association.
- The Executive Committee shall consist of:
    - Chair
    - Vice-Chair
    - Secretary
    - Treasurer
    - Up to five additional committee members

b. Eligibility and Term of Office

- All Trustees must be practising members of the **Islamic faith** and committed to upholding the aims and values of the Association.
- Trustees shall be appointed by the membership at the Annual General Meeting (AGM).
- Each Trustee shall serve for a term of **ten (10) years** from the date of appointment.
- Upon completion of the initial term, a Trustee may be reappointed for **one further term of five (5) years**, subject to approval by a majority of members at a General Meeting.
- No individual may serve more than **fifteen (15) consecutive years** as a Trustee without a break of at least two years.
- All Trustees must sign a declaration of eligibility and disclose any conflicts of interest.

c. Powers and Duties of Trustees

The Executive Committee, acting as Trustees, shall:

- Manage the affairs and property of the Association in accordance with its aims and values

- Ensure compliance with all legal, financial, and safeguarding obligations
- Act in the best interests of the Association and its beneficiaries
- Maintain proper financial records and prepare annual accounts
- Appoint subcommittees or working groups as needed
- Maintain accurate minutes and report to members annually

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7. Meetings

a. General Meetings

- An Annual General Meeting (AGM) shall be held once per calendar year.
- At least 21 days' notice shall be given to all members.
- The AGM shall include presentation of accounts, appointment of Trustees (if applicable), and discussion of future plans.

b. Special General Meetings

- May be called by the Executive Committee or by written request of at least 10 members.
- At least 14 days' notice shall be given.

c. Committee Meetings

- Shall be held at least quarterly.
- Decisions shall be made by majority vote; the Chair shall have a casting vote in case of a tie.
- A quorum shall consist of at least half of the Trustees.

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8. Finance

- The Association shall maintain a bank account in its name.
- All funds shall be used solely to further the Association's aims.
- Two authorised signatories shall be required for all payments.
- Annual accounts shall be prepared and presented to members at the AGM.
- Trustees shall ensure compliance with all financial reporting obligations, including those required by the Charity Commission (if applicable).

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9. Amendments

- This Constitution may be amended by a two-thirds majority of members present at a General Meeting.
- Proposed amendments must be circulated at least 14 days in advance.
- Any amendment affecting the role, eligibility, or term of Trustees must comply with applicable charity law.

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10. Dissolution

- The Association may be dissolved by a two-thirds majority at a General Meeting.
- Upon dissolution, any remaining assets shall be transferred to a charitable organisation with similar aims, as agreed by the Trustees and approved by the members.
- Trustees shall ensure that all outstanding liabilities are settled and that the process complies with charity law.

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11. Trustee Declaration of Eligibility

Each Trustee must sign the following declaration upon appointment:

I NAME confirm that I am a practising member of the Islamic faith and that I am eligible to act as a Trustee of the Leominster Muslim Association. I am not disqualified under the Charities Act 2011 or any other relevant legislation. I understand my duties and responsibilities as a Trustee and commit to upholding the aims, values, and Constitution of the Association.

Signed: _____

Date: _____

Witnessed by: _____ (Name and Signature)

12. Conflict of Interest Policy (Summary)

- Trustees must declare any personal, financial, or professional interest that may conflict with the interests of the Association.
- A register of interests shall be maintained by the Secretary.
- Trustees must not participate in decisions where a conflict exists.

- Failure to declare a conflict may result in removal from the Executive Committee.

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13. Trustee Code of Conduct

Trustees of the Leominster Muslim Association shall:

- Uphold the teachings and ethics of Islam in all dealings.
- Act with honesty, humility, and integrity.
- Prioritise the welfare of the Association and its beneficiaries over personal interests.
- Maintain confidentiality and respect collective decisions.
- Promote unity, inclusivity, and respect for all members of the community.
- Attend meetings regularly and fulfil their duties diligently.

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14. Signatures

We, the undersigned, adopt this Constitution as the governing document of the Leominster Muslim Association: