

FLVC MEMBERSHIP POLICY

Statement

FLVC is the umbrella and support body for voluntary and community groups (the third sector) in Flintshire. As the local umbrella body, it provides a range of support services and works to ensure that the 'third sector' is properly represented and can contribute to local planning and service development. FLVC is committed to building a wide membership base to reflect the diversity of the sector and to ensuring that it is accountable to its members.

Rules and Bye-laws

Under **Article 61** the Board of Trustees can make rules and bye-laws which govern all aspects of membership, including: admission; rights and privileges; conditions and terms; fees/payments; refusal, withdrawal or suspension of membership.

Categories of Membership

The Board of Trustees have designated the following categories of membership:

Full

Available to voluntary/community organisations/groups operating in Flintshire who support the work of FLVC.

Associate

Individual - Available to individuals who support the work of FLVC

Organisational - Available to organisations who cannot be full members, eg business and statutory organisations, but who support FLVC.

Conditions of Membership (See Article 2)

All Members

- Must support the aims and values of FLVC as stated in its Memorandum and Articles of Association and supporting policies and procedures.
- Complete a membership application form.
- Pay the appropriate annual membership fee.
- Have their membership application approved by the FLVC Board

Full Members

- Third Sector organisations applying for full membership must provide a copy of their current governing document (constitution/rules).

Benefits to Members

FLVC will provide the following benefits to members

- In addition to a copy of our Newsletter "*Voluntary Voice*" members receive member e-mailings with information and updates on events, issues and funding opportunities
- Reduced rates for printing and photocopying and other FLVC services
- Reduction on room bookings at Corlan
- Advanced notice of donations of equipment and furniture
- Eligibility to apply for FLVC administered grant funds

- Access to specific support services, including payroll, help with and preparation and independent examination of annual accounts, for which there will normally be a charge.
- Eligibility for Flintshire Community Card

Rights of Members

Full Members

- To nominate candidates for election to the Board and to vote at general meetings.
- To receive notification of general meetings including the annual general meeting.
- To place a resolution before a general meeting.

Associate Members

- To receive notification of general meetings including the annual general meeting.
- To attend such meetings but not to vote.

Membership Fee

The Board will set and review the rate of membership fee from time to time. The rates for the membership year April 2015 – March 2016 are as follows:

Full members £15 per year

Associate members (i) Individual £7.50 per year **(ii) Organisation** £25 per year

Membership Year

Membership year will run from 1 April to the following 31 March. Good notice will be given to members to renew their membership

Membership Certificate

When the application form has been duly completed and returned with the appropriate membership fee, the application will be considered by the FLVC Board and, if approved, the member will be entered into our membership database and issued with a signed membership certificate, valid for one year. If the governing document changes, organisations are requested to provide FLVC with updated information.

If you need any further information please contact FLVC on
01352 744000
E-mail: info@flvc.org.uk



FLINTSHIRE LOCAL VOLUNTARY COUNCIL

Please read "applying for membership" sheet attached before completing this application

MEMBERSHIP APPLICATION/ UPDATE OF DATABASE FORM

I/We wish to apply for membership of Flintshire Local Voluntary Council (FLVC) for the year 1 April 2015 to 31 March 2016 or I/We wish to update the information that FLVC holds on our organisation.

*Name of Organisation:

*Contact Person 1:

Position:

*Address:

.....

Tel: (*Daytime) Tel: (*Evening)

Fax*..... Email*.....

*Contact Person 2:

Position:

*Address:

.....

Tel: (*Daytime) Tel: (*Evening).....

Fax*..... Email*.....

Website Address*

Address where meetings held:

.....

Type of Organisation: (Please circle) Statutory Voluntary/Community Business

Other (Please specify).....

Aims of Organisation (No more than 80 words:

.....

.....

Main Activities/Services (please circle up to three)

- | | | | |
|---------------------|----------------------|---|-----------------------------|
| After School Club | Befriending | Campaigning | Choir |
| Community Transport | Counselling | Design & Manufacturing of Aids for Disabled | Education/Awareness Raising |
| Fundraising | Information & Advice | Mediation | Other (please specify |
| Recycling | Representation | Self-help | Services |
| Sport/Leisure | | | |

Under which Category should we enter you on our database: (please circle up to three):

- | | | | |
|------------------------|--------------------|--------------------------------|-------------------------|
| Advice & Advocacy | Animal Welfare | Arts, Culture & Heritage | Benevolent Organisation |
| Children & Families | Community | Community Justice | Disability |
| Education & Training | Emergency Rescue | Employment | Ethnic Minorities |
| Gender | Grant Making Trust | Health & Social Care | Housing |
| Information & Advice | Intermediaries | International Emergency Relief | Older People |
| Other (please specify) | Religion | Sexuality | Social Enterprise |
| Sport & Recreation | Support Services | Volunteering | Youth |

Registered Charity Number Company Number

Catchment Area: (Wales-wide, North Wales, Flintshire or Town/Community Council area)

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Services you can offer to other organisations (eg training, equipment, room hire)

.....

*Number of Paid Staff *Number of Volunteers

*Annual Income (last financial year)

If applying for membership, please complete the following:

Type of Membership and Fees (please tick box):

- | | | | |
|------------------------------------|---|-------|--------------------------|
| Full (Voluntary /Community Groups) | = | £15 | <input type="checkbox"/> |
| Associate (Organisation) | = | £25 | <input type="checkbox"/> |
| Associate (Individual) | = | £7.50 | <input type="checkbox"/> |

Data Protection Act 1998. This information will be held by FLVC on computer and those details with an asterisk published on the Internet when appropriate. The information will be used internally by FLVC in the administration of its membership, in the answering of queries and be made available to those agencies working in partnership with FLVC, where appropriate.

Please leave blank unless you wish your details to be withheld:

I/we do not agree to the above information being made available to third parties

I/we do not agree to the above information being made available in a printed directory

I/we do not agree to the above information being made available on the World Wide Web

If new member please include a copy of your Constitution/Rules. We cannot accept your application without this.

If existing member please insert membership number;

I/we support the aims of FLVC and agree to inform FLVC of any changes to the information already provided.

Signed:.....Date:.....

Please forward this application/database update together with cheque, if relevant, made payable to:

Flintshire Local Voluntary Council, Corlan, Unit 3, Mold Business Park, Wrexham Road, Mold CH7 1XP Tel: 01352 744000