

THE DEBENHAM PROJECT (Dementia – Caring for the Carers)

THIS DECLARATION OF TRUST IS MADE

The *fourteenth* day of December 2009 by Lynden Ashbrooke Jackson, John Patrick Seymour Fielder and Roger William Rhys Cockerton (“the first Trustees”) whose addresses are detailed below:

Mr Lynden Asbrooke Jackson

Bleak House
26 High Street
Debenham
Stowmarket
Suffolk
IP14 6QW

Dr John Patrick Seymour Fielder

Quaker House
Friday Street
Brandeston
Woodbridge
Suffolk
IP13 7BT

Mr Roger William Rhys Cockerton

23 High Street
Debenham
Stowmarket
Suffolk
IP14 6QL

The first Trustees hold the sum of five thousand pounds on the trusts declared in this deed and they expect that more money or assets will be acquired by them on the same trusts.

NOW THIS DEED WITNESSESS AS FOLLOWS:

1. Administration

The charitable trust created by this deed (“the Charity”) shall be administered by the Trustees. (In this deed, the expression “the Trustees” refers to individuals who are the Trustees of the Charity at any given time. It includes the first trustees and their successors. The word “trustee” is used to refer to any one of the Trustees.)

2. Name

The Charity shall be called **The Debenham Project (Dementia – Caring for the Carers)** but the Trustees may by resolution change the Charity’s



name from time to time. Before doing so they must obtain the written approval of the Charity Commission for England and Wales ("the Commission") for the new name.

3. Application of income

The Trustees must apply the income of the Charity in furthering the following object ("the objects")

To relieve the needs, and to promote and protect the good health of persons suffering from Dementia, as well as their carers and family, in particular but not exclusively, by assisting in the provision of support, services, respite and guidance to the carers and family of such people. It is recognised that this object may be furthered by either giving support or services directly to the carers, or to those with Dementia, or jointly".

4. Application of capital

At their discretion, the Trustees may spend all or part of the capital of the Charity in furthering the objects to include grant making to appropriate organisations for services, training and the like and to act as an umbrella organisation.

5. Powers

In addition to any other powers they have, the Trustees may exercise any of the following in order to further the objects (but not for any other purpose):

- (i) to raise funds. In exercising this power, the Trustees must not undertake any substantial permanent trading activity and must comply with any relevant statutory regulations;
- (ii) to buy, take on lease or exchange, hire or otherwise acquire property and to maintain and equip it for use;
- (iii) to sell, lease or otherwise dispose of all or any part of the property belonging to the Charity. In exercising this power, the Trustees must comply as appropriate with sections 36 and 37 of the Charities Act 1993, as amended by the Charities Act 2006;



- (iv) to borrow money and to charge the whole or any part of the property belonging to the Charity as security for repayment of the money borrowed. The Trustees must comply as appropriate with sections 38 and 39 of the Charities Act 1993, as amended by the Charities Act 2006, if they wish to mortgage land owned by the Charity;
- (v) to co-operate with other charities, voluntary bodies and statutory authorities and to exchange information and advice with them;
- (vi) to establish or support and charitable trusts, associations or institutions formed for any purposes included in the objects;
- (vii) to acquire, merge with or enter into any partnership or joint venture arrangement with any other Charity formed for any of the objects;
- (viii) to create such advisory committees as the Trustees think fit;
- (ix) to employ and remunerate such staff as are necessary for carrying out the work of the Charity;
- (x) to do any other lawful thing that is necessary or desirable for the achievement of the objects.

6. Statutory powers

Nothing in this deed restricts or excludes the exercise by the Trustees of the powers given by the Trustee Act 2000 as regards investment, the acquisition or disposal of land and the employment of agents, nominees and custodians.

7. Delegation

- (i) In addition to their statutory powers, the Trustees may delegate any of their powers or functions to a committee of two or more Trustees. A committee must act in accordance with any directions given by the Trustees. It must report its decisions and activities fully and promptly to the Trustees. It must not incur expenditure on behalf of the Charity except in accordance with a budget previously agreed by the Trustees.



- (ii) The Trustees must exercise their powers jointly at properly convened meetings except where they have:
 - (a) Delegated the exercise of the powers (either under this provision or under any statutory provision), or
 - (b) Made some other arrangements, by regulations under clause 21.
- (iii) The Trustees must consider from time to time whether the powers or functions which they have delegated should continue to be delegated.

8. Duty of care and extent of liability

when exercising any power (whether given to them by this deed, or by statute, or by any rule of law) in administering or managing the Charity, each of the Trustees must use the level of care and skill that is reasonable in the circumstances, taking into account any special knowledge or experience that he or she has or claims to have ("the duty of care").

No Trustee, and no one exercising powers or responsibilities that have been delegated by the Trustees, shall be liable for any act or failure to act unless, in acting or in failing to act, he or she has failed to discharge the duty of care.

9. Appointment of Trustees

- (i) There must be at least three Trustees. Apart from the first Trustees, every Trustee must be appointed [for a term of three years] by a resolution of the Trustees passed at a special meeting called under clause 15 of this deed.
- (ii) In selecting individuals for appointment as Trustees, the Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the Charity.
- (iii) The Trustees must keep a record of the name and address and the dates of appointment, re-appointment and retirement of each Trustee.



(iv) The Trustees must make available to each new Trustee, on his or her first appointment:

- (a) a copy of this deed and any amendments made to it;
- (b) a copy of the Charity's latest report and statement of accounts

(v) The first Trustees shall hold office for the following periods respectively:

Lynden Ashbrooke Jackson for four years, Roger William Rhys Cockerton for three years and John Patrick Seymour Fielder for two years.

10. Eligibility for trusteeship

- (i) No one shall be appointed as a Trustee:
 - (a) if he or she is under the age of 18 years; or
 - (b) if he or she would at once be disqualified from office under the provisions of clause [11] of this deed.
- (ii) No one shall be entitled to act as a Trustee whether on appointment or on any re-appointment as Trustee until he or she has expressly acknowledged, in whatever way the Trustees decide, his or her acceptance of the office of Trustee of the Charity.

11. Termination of trusteeship

A Trustee shall cease to hold office if he or she:

- (i) is disqualified for acting as a Trustee by virtue of section 72 of the Charities Act 1993 or any statutory re-enactment or modification of that provision;
- (ii) becomes incapable by reason of mental disorder, illness or injury of managing his or her own affairs;
- (iii) is absent without the permission of the Trustees from all their meetings held within a period of 6 months and the Trustees resolve that his or her office be vacated; or



- (iv) notifies to the Trustees a wish to resign (but only if enough Trustees will remain in office when the notice of resignation takes effect to form a quorum for meetings).

12. Vacancies

If a vacancy occurs the Trustees must note the fact in the minutes of their next meeting. Any eligible Trustee may be re-appointed. So long as there are fewer than three Trustees, none of the powers or discretions conferred by this deed or by law on the Trustees shall be exercisable by the remaining Trustees except the power to appoint new Trustees.

13. Ordinary meetings

The Trustees must hold at least four ordinary meetings each year. One such meeting in each year must involve the physical presence of those Trustees who attended the meeting. Other meetings may take place in such form, including videoconferencing, as the trustees decide provided that the form chosen enables the Trustees to both see and hear each other.

14. Calling meetings

The Trustees must arrange at each of their meetings the date, time and place of their next meeting, unless such arrangements have already been made. Ordinary meetings may also be called at any time by the person elected to chair the meetings of the Trustees or by any two Trustees. In that case not less than ten days' clear notice must be given to the other Trustees. The first meeting of the Trustees must be called by Lynden Ashbrooke Jackson or, if no meeting has been called within three months after the date of this deed, by any two of the Trustees.

15. Special meetings

A special meeting may be called at any time by the person elected to chair meetings of the Trustees or by any two Trustees. Not less than four days'



clear notice must be given to the other Trustees of the matters to be discussed at the meeting. However, if those matters include the appointment of a Trustee or a proposal to amend any of the trusts of this deed, not less than 21 days' notice must be given. A special meeting may be called to take place immediately after or before an ordinary meeting.

16. Chairing of meetings

The Trustees at their first ordinary meeting in each year must elect one of their number to chair their meetings. The person elected shall always be eligible for re-election. If that person is not present within ten minutes after the time appointed for holding a meeting, or if no one has been elected, or if the person elected, or if the person elected has ceased to be a Trustee, the Trustees present must choose one of their number to chair the meeting.

The person elected to chair meetings of the Trustees shall have no other additional functions or powers except those conferred by this deed or delegated to him or her by the Trustees.

17. Quorum

- (i) Subject to the following provision of this clause, no business shall be concluded at a meeting of the Trustees unless at least one third of the total number at the time, or two Trustees (whichever is the greater) are present throughout the meeting.
- (ii) The Trustees may make regulations specifying different quorums for meetings dealing with different types of business.

18. Voting

At meetings, decisions must be made by a majority or the Trustees present and voting on the question. The person chairing the meeting shall have a casting vote whether or not he or she has voted previously in the same question but no Trustee in any circumstance shall have more than one vote.



19. Conflict of Interest

A Trustee must be absent himself or herself from any discussions of the Trustees in which it is possible that a conflict will arise between his or her duty to act solely in the interests of the Charity and any personal interest (including but not limited to any personal financial interest).

20. Minutes

The Trustees must keep minutes, in books kept for the purpose or by such other means as the Trustees decide, of the proceedings at their meetings. In the minutes the Trustees must record their decisions where appropriate, the reasons of those decisions. The Trustees must approve the minutes in accordance with the procedures, laid down in regulations made under clause 21 of this deed.

21. General power to make regulations

The Trustees may from time to time make regulations for the management of the Charity and for the conduct of their business, including:

- (i) the calling of meetings;
- (ii) methods of making decisions in order to deal with cases or urgency when a meeting is impractical;
- (iii) the deposit of money at a bank;
- (iv) the custody of documents; and
- (v) the keeping and authenticating of records. (If regulations made under this clause permit records of the charity to be kept in electronic form and requires a Trustee to sign the record, the regulations must specify a method of recording the signature that enables it to be properly authenticated.)

The Trustees must not make regulations which are inconsistent with anything in this deed.

22. Accounts, Annual Report and Annual Return

The Trustees must comply with their obligations under the Charities Act 1993, as amended by the Charities Act 2006, with regard to:

- (i) the keeping of accounting records for the Charity;



- (ii) the preparation of annual statements of account for the Charity;
- (iii) the auditing or independent examination of the statements of account of the charity;
- (iv) the transmission of the statements of account of the Charity to the Commission;
- (v) the preparation of an annual report and its transmission to the Commission;
- (vi) the preparation of an annual return and its transmission to the Commission.

23. Registered particulars

The Trustees must notify the Commission promptly of any changes to the Charity's entry on the Central Register of Charities.

24. Bank account

Any bank or building society account in which any of the funds of the Charity are deposited must be operated by the Trustees and held in the name of the Charity. Unless the regulations of the Trustees make other provision, all cheques and orders for the payment of money from such an account be signed by at least two Trustees.

25. Trustees not to benefit financially from their Trusteeship

- (i) (a) Subject to paragraph (b) of sub clause (i) of this clause, no Trustee may receive remuneration for any service provided to the Charity and no Trustee may acquire and interest in property belonging to the Charity or be interested in any contract entered into by the Trustee otherwise than as a Trustee of the Charity unless expressly authorised in writing in advance by the Commission to do so.
- (b) Any Trustee who is a solicitor, accountant or engaged in any profession may charge and be paid all the usual professional charges for business done by him or her or his or her firm, when instructed by the other Trustees to act in a professional capacity on behalf of the Charity. However, at no time may a majority of the



Trustees benefit under this provision and a Trustee must withdraw from any meeting of the Trustees at which his or her own instruction or remuneration or performance, or that of his or her firm, is under discussion.

26. Repair and insurance

The Trustees must keep in repair and insure to their full value against fire and other usual risks all the buildings of the Charity (except those buildings that are required to be kept in repair and insured by a tenant). They must also insure suitability in respect of public liability and employer's liability.

27. Expenses

The Trustees may use the Charity's funds to meet any necessary and reasonable expenses which they incur in the course of carrying out their responsibilities of the Charity.

28. Amendment of Trust Deed

- (i) The Trustees may amend the provisions of this deed, provided that:
 - (a) no amendment may be made to clause 3 (Application of Income), clause 8 (Duty of care), clause 25 (Trustees not to benefit financially from their trusteeship) clause 29 (Dissolution) or this clause without the prior consent in writing of the Commission, and
 - (b) no amendment may be made whose effect is that the Charity ceases to be a Charity at law.
- (ii) Any amendment of this deed must be made by deed following a decision of the Trustees made at a special meeting.
 - (ii) The Trustees must send to the Commission a certified copy of the deed effecting any amendment made under this clause within three months of it being made.



29. Dissolution

The trustees may dissolve the Charity if they decide that it is necessary or desirable to do so. To be effective, a proposal to dissolve the Charity must be passed at a special meeting by a two-thirds' majority of the Trustees. Any assets of the Charity that are left after the Charity's debts have been paid ('the net assets') must be given:

- (i) to another Charity (or other Charities) with objects that are no wider than the Charity's own, for the general purposes of the recipient Charity (or Charities); or
- (ii) to any Charity for use for particular purposes which fall within the Charity's objects.

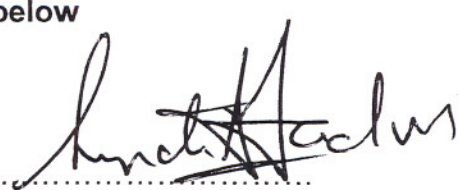
The Commission must be notified promptly that the Charity has been dissolved and, if the Trustees were obliged to send the Charity's accounts to the Commission for the accounting period which ended before its dissolution, they must send the Commission the Charity's final accounts.

30. Interpretation

In this deed, all references to particular legislation are to be understood as references to legislation in force at the date of this deed also to any subsequent legislation that adds to, modifies or replaces that legislation.

IN WITNESS of this deed the parties to it have signed below

1. Signed as a deed by:

1(a) LYNDEN ASHBRIDGE JACKSON 

on this 9th (day) of DECEMBER (month) 2009 (year)

In presence of:

1(b) C. Edgley

Witness's name:

CAROLE EDGLEY

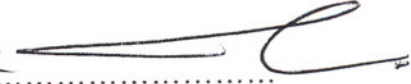
Witness's address:

MOORES GREEN FARM, PITMANS CORNER
WETHERINGSETT SUFFOLK IP14 5PX



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2. Signed as a deed by:

2(a) JONATHAN SEYMOUR FLECKER 

on this 10th (day) of December (month) 2009 (year)

In presence of:

2(b) Gloria Stone

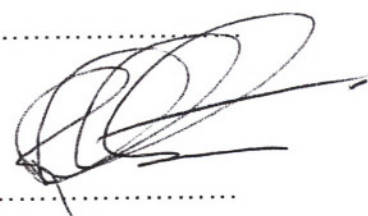
Witness's name:

Lorraine Sharon Stone

Witness's address:

519 Norwich Road,
Ipswich
IP1 6JT

3. Signed as a deed by:

3(a) ROGER WILLIAM RYMS LOCKARTON 

on this 14th (day) of December (month) 2009 (year)

In presence of:

3(b) N. C. Moyce

Witness's name:

Nigel Charles Moyce

Witness's address:

27 HENNIKEN ROAD
DEBENHAM, SUFFOLK
SUFFOLK IP14 6PJ

