**Membership Form**

**Individuals & Organisations**

Please tick if you are applying on behalf of an organisation or as an individual:

 Individual [ ]  Organisation [ ]

*Individuals complete Section 1, 4 and 5 only. Organisational members complete 1, 2, 3, and 5*

1 CONTACT DETAILS

**Name**

**Organisation**

**Position**

**Address**

**Town Postcode**

**Telephone No Mobile**

**Email address:**

2 ABOUT YOUR ORGANISATION –To be completed by organisational members only

Education [ ]  Employment [ ]  Social Exclusion[ ]  Health & Wellbeing [ ]

Other [ ]  If other, please specify:

**Please tick all the geographical areas in which you provide a service:**

Hyndburn [ ]  Fylde [ ]  Rossendale [ ]

Blackburn [ ]  Lancaster & Morecambe [ ]  South Ribble [ ]

Burnley [ ]  Preston [ ]  Wyre [ ]

Blackpool [ ]  Pendle [ ]  West Lancashire [ ]

Chorley [ ]  Ribble Valley [ ]  Other

Is the group BME led? No [ ]  Yes [ ]  Date the group was established

Registered Charity No [ ]  Yes [ ]  Charity No.

Registered Company No [ ]  Yes [ ]  Company No.

Voluntary Organisation [ ]  Community Group [ ]  Faith Organisation [ ]

Social Enterprise [ ]  Other (Please State)

Number of full time Staff Number of part time Staff Number of Volunteers

Number of Trustees/Management Members

**Describe your activities/aim:**

3 MONITORING INFORMATION

Lancashire BME Network is working towards the broad agenda of community cohesion in becoming a voice for BME Groups/Communities in Lancashire, in order to establish a diverse membership.

The information provided on this form, will be used for monitoring purposes only.

**Please tick the boxes which best represent the ethnicity of your members:**

Pakistani [ ]  Bangladeshi [ ]  White British [ ]  White Irish [ ]

Indian [ ]  Chinese [ ]  Polish [ ]  Black Caribbean [ ]

Pathan [ ]  Black African [ ]  Black British [ ]  Gypsy Roma [ ]

Other (please state)

4 WHY DO YOU WANT TO BECOME A MEMBER (individual applicants only)

5 MEMBER DECLARATION

**Signed Date**

|  |
| --- |
| **Office use** |
| Date received |  | Reviewed by |  |
| New Applicant |  | Renewal |  |

**LANCASHIRE BME NETWORK MEMBERS’ AGREEMENT**

This paper aims to give the criteria by which groups and individuals can become a member of Lancashire BME Network (LBN).

**Who are Lancashire BME Network?**

Lancashire BME Network is a registered charity and company limited by guarantee. As a developmental organisation we are both a service delivery organisation and also deliver support to enable Voluntary sector groups to improve their capacity to deliver services to their beneficiaries. LBN works to represent the BME voluntary sector at a strategic level by attending meetings and events, being part of various boards, and by raising and discussing issues that may be of concern to the BME sector. We encourage partnership working and sharing of best practice through network meetings and online media and host regular training and events to encourage engagement.

**What is our structure?**

Lancashire BME Network is a membership organisation. Our board of Directors/ Trustees govern the organisation and they are made up of elected representatives who are members of Lancashire BME Network.

**Membership of LBN**

Membership to the organisation shall be in accordance with clause 2 of the governing document. There shall be two types of membership as follows:-

* **Organisational Member**

Groups/organisations that work with or support BME communities can apply to become a member.

* **Individual member**

Any individual who has an interest in furthering the aims and objectives of Lancashire BME Network can apply to become a member.

**Making a membership application**

* All applications for membership shall be made on a prescribed application form.
* The completed membership application form will be reviewed by LBN staff, who will make any further enquires as necessary before presenting the application to the trustees at a board meeting, which is held quarterly.
* Applicants must comply with any requests for supporting documents
* Acceptance for any type of membership shall rest with the duly appointed membership approval panel.
* Applications can be rejected if it is felt that the applicant is unsuitable for membership or will bring the name of the Charity into disrepute. (section c, clause 1)
* Applicants need to pay any membership fee as required.

**Membership approved**

Once membership has been approved the applicant will be:

* Eligible to nominate a member of their group for election onto LBNs Trustee/board of directors subject to clause 2
* Be eligible to vote at the AGM subject to clause 5
* Be entitled to the discounts and benefits of membership

**Membership rejection and appeals process**

If the application is turned down, the applicant has a right to appeal. This should be made in writing to the Chief Officer within 28 days. The Chief Officer will investigate the appeal and the Board will consider the application again. Any decision made by the Board at this time will be final.

***Clauses***

**1 Membership termination**- Membership may only be terminated in the following instances:-

1. the member dies, resigns in writing or the Charity ceases to exist;
2. Outstanding subscriptions or any sums due are not paid in full within 6 months of it falling due.
3. If a members activities or actions,
* Affects LBNs credibility or reputation
* Are unlawful or inflammatory
* Have a negative impact on the BME agenda in particular around community cohesion.

**2 Becoming a trustee** - Members are only eligible to apply to become a trustee upon completing a minimum one year of membership of LBN at the following AGM.

**3 Trustee position-** Shall cease in any of the instances in Clause 1 become applicable or if that person becomes disqualified by virtue of section 72 of the Charities Act 1993 (as amended).

**4 Meetings-** Committee Meetings will be held bi-monthly and more frequently if the need arises. Annual General Meetings will be open to all members.

**5** **Voting at AGMs** – Where an individual member is also the named representative of a member organisation, they will only be eligible for one vote, either in their capacity as an individual member or as the organisational members named rep. If an individual chooses to vote in their capacity as an individual member, the member organisation can nominate another rep to cast their vote for the member organisation.