

11 JAN 2008

No. _____

THE CHARITABLE TRUSTS ACT 1957

APPLICATION FOR INCORPORATION OF TRUSTEES AS A BOARD

1. WE being the Trustees for the time being of THE CLUTHA BUDGET ADVISORY SERVICE hereby apply to be incorporated as a Board under the provisions of the Charitable Trusts Act 1957.

2. WE desire the name of the Board to be THE CLUTHA BUDGET ADVISORY SERVICE BOARD.

3. THE registered office of the Board is to be at the offices of Messrs Shand Thomson & Co, Chartered Accountants, Shand House, 102-104 Clyde Street, Balclutha or such other place as the Board may from time to time direct.

4. ATTACHED to this application is a certified true copy of the Deed of Trust of THE CLUTHA BUDGET ADVISORY SERVICE.

5. THIS application is made pursuant to the powers conferred upon the applicants in the above mentioned Trust Deed in respect of which there is no Society or other incorporated body.

DATED this *23rd* day of September 1993



SEP RUL

NAME AND SIGNATURE ADDRESS OCCUPATION WITNESS

<p>PETER WATSON MOFFAT "P.W. Moffat"</p>	<p>239 Clyde Street Balclutha</p>	<p>Retired Farmer</p>	<p>J. Tsukigawa</p>
<p>ANETE VERA ISLES "A. Isles"</p>	<p>6 Pakefield St, Balclutha</p>	<p>Shop Assistant</p>	<p>J. Tsukigawa RECEPTIONIST SHAND THOMSON P.O. Box 3 BALCLUTHA</p>
<p>DAVID ANTHONY BAUGHAN "D.A. Baughan"</p>	<p>Johnston Road, No 2RD, Balclutha</p>	<p>Chartered Accountant</p>	<p>J. Tsukigawa</p>
<p>ROBERT SELWYN ANDERSON "R.S. Anderson"</p>	<p>77 Wilson Road Balclutha</p>	<p>Insurance Salesman</p>	<p>J. Tsukigawa</p>
<p>SUSAN KAY SIMPSON "Susan Simpson"</p>	<p>88 Wilson Road, Balclutha</p>	<p>Married Woman</p>	<p>J. Tsukigawa</p>

DEED made this 23rd day of September 1993

PARTIES PETER WATSON MOFFAT of Balclutha Retired Farmer, ANETE VERA ISLES of Balclutha Shop Assistant DAVID ANTHONY BAUGHAN of Balclutha Chartered Accountant, ROBERT SELWYN ANDERSON of Balclutha Insurance Salesman and SUSAN KAY SIMPSON of Balclutha Married Woman all of them (together with the survivor or survivors of them and/or any other trustee or trustees in office for the time being) in this deed called "the trustees"

DO HEREBY DECLARE ourselves to hold the Trust fund described herein as Trustees of a Trust Board to be incorporated under the Charitable Trusts Act 1957 and to be known as THE CLUTHA BUDGET ADVISORY SERVICE (hereinafter called "the Trust") and upon and subject to the following provisions:

1. THE trust fund shall be the sum of ONE HUNDRED DOLLARS (\$100-00) together with all such property as may subsequently be acquired by the Trust.
2. THAT the Constitution and Rules of the Trust shall be those as set out in the Schedule hereto.
3. THAT all funds raised or received by or on behalf of the Trust shall be applied in the manner set out and contained in the Constitution and Rules set out in the said Schedule.

SCHEDULE

CONSTITUTION AND RULES OF THE CLUTHA BUDGET ADVISORY SERVICE

1. NAME

The name of the society shall be THE CLUTHA BUDGET ADVISORY SERVICE (hereinafter called the Service).

2. OBJECTS

The object of the service shall be the provision of a complimentary budgeting service within the area covered by the Clutha District Council excluding the West Otago area but the geographical limits of which may be varied from time to time by the Management Committee.

The Service will:

- (a) help people manage, more effectively, their financial resources for the benefit of the family unit as a whole and for family members individually.

- (b) provide long term management of finances where appropriate.
- (c) promote communication and liaison between family budgeting services, local community organisations, local authorities, commercial organisations and individuals in all aspects of family budgeting advice.
- (d) recruit, select and train volunteers for budget advisory work.
- (e) engage in promotional and educational activities regarding household family budgeting to foster public awareness of family budgeting as a means of managing a family's financial resources.
- (f) do all such lawful things as may be deemed incidental or conducive to the attainment of the foregoing objects or any of them.

3. MEMBERSHIP

Members shall be:

- those persons who are actively engaged in the Service on a voluntary basis as Office Holders, either elected or appointed,
- accredited budget advisors of the Service,
- other workers as may be appointed to advance the aims of the Service.

There is no membership fee payable.

4. REGISTRATION OF MEMBERS

The name and address of all members shall be kept in the Register of Members held by the Secretary and shall be required to be kept up to date at all times.

5. CESSATION OF MEMBERSHIP

Membership shall be terminated upon notice of resignation being given to the secretary, in writing, and shall be effective from the Management Meeting after the resignation is accepted

Membership may be terminated by the Management Committee when a member is deemed to have behaved in a manner detrimental to the objects of the Service or by members absenting themselves, without apology, from any three appropriate consecutive meetings of the Service.

Such terminations must be given to the member, in writing, stating the specific charges against the member and allowing the member an opportunity to answer the charges at a special Management Meeting.

A right of appeal shall be heard at a Special General Meeting of which all members shall be given 21 days notice. The decision of this meeting shall be final.

A resolution for expulsion shall be supported by not less than 75% of members present.

6. MANAGEMENT COMMITTEE

The Management Committee will consist of not less than 4 and up to 6 people. It will comprise:

The Co-ordinator of the Clutha Business Advisory Service, ex officio and others elected at the AGM from:

- i. community groups or agencies
- ii. active voluntary budgeters of the Service
- iii. any other person who has an interest in Budgeting in the community.

The present Management Committee is:

PETER WATSON MOFFAT of 239 Clyde Street, Balclutha, Retired Farmer
ANETE VERA ISLES of 6 Pakefield Street, Balclutha, Shop Assistant
DAVID ANTHONY BAUGHAN of Johnston Road, No. 2 RD, Balclutha, Chartered Accountant
ROBERT SELWYN ANDERSON of 77 Wilson Rd, Balclutha Insurance Salesman
SUSAN KAY SIMPSON of 88 Wilson Road, Balclutha, Married Woman

The Management Committee will elect from their number:

- a. A Chairperson
- b. A Secretary
- c. A Treasurer

Responsibilities of the Management Committee:

The Management Committee shall organise and administer the affairs of the Service in accordance with the objects including power to:

- a. co-opt up to 4 people who agree with the objects of the Service and whose special skills may be deemed of particular value in conducting the affairs of the Service.
- b. make submissions for grants and funding to all potential sources, including government departments, local bodies, corporations and other organisations.
- c. receive monies, property or other donations for use in pursuance of the objects of the Service.
- d. borrow funds subject to majority vote of members present and voting at a Special General Meeting.
- e. employ staff, engage agents and appoint representatives.
- f. engage in prosecution, defend and otherwise take legal proceedings on behalf of the Service and for that purpose employ such solicitors, counsel and other advisors as the Service may require.
- g. approve the payment of travelling expenses and reasonable out-of-pocket expenses incurred by budget advisors and members of the Management Committee while engaged in activities in the Service.
- h. ensure annual affiliation of the Service to the New Zealand Federation of Family Budgeting Services Inc.
- i. at least seven days notice of each meeting shall be given to each committee member.
- j. shall meet at least six times each year.

7. FINANCES

The annual balance date shall be 30 June each year.

The financial statements shall be audited by an auditor appointed by the Annual General Meeting and who shall be a member of the Society of Accountants.

The Treasurer shall open and operate a trading and savings account in the name of the Service and monies shall be disbursed on order of the Management Committee.

All accounts shall be accounted for in the annual statement of accounts.

Authority to operate the accounts shall be given to the Treasurer and one other of two designated Management Committee members.

The Management Committee shall have the power to invest surplus funds.

All funds shall be applied for exclusively charitable purposes within New Zealand.

Any income, benefit or advantage shall be applied to the charitable purposes of the organisation

8. QUORUM

At an Annual General or Special General Meeting the quorum shall be not less than 8 members including not less than four (4) member of the Management Committee.

At the Management Committee Meeting the quorum shall be not less than three (3) members of that committee.

9. ANNUAL GENERAL MEETING

To be held within three (3) months of the annual balance date.

Notice to be given, in writing, to all members, not less than 24 clear days prior to the meeting as well as by notice in the local paper not less than 24 hours prior to the meeting.

The meeting will include the following duties:

elect the Management Committee members

receive the annual report and statement of accounts

endorse appointment of Honorary Solicitor and auditor

10. SPECIAL GENERAL MEETING

A Special General Meeting may be called by the Management Committee at its discretion or upon written request signed by one third of the total membership of the Service.

Notice of meeting to be given in writing to each member of the Service not less than 14 clear days of the meeting and stating the reason for the meeting.

11. VOTING

Each member of the Service is entitled to one vote on any presented motion.

The method of voting shall be by show of hands unless otherwise requested, in which case a secret ballot must be held. Scrutineers to be appointed and voting papers destroyed after the vote.

The Chairperson to have a deliberate and a casting vote.

Members may, but only at their own request, have their dissent or abstention recorded.

12. REGISTERED OFFICE

The registered office of the Service shall be at such a place as shall be decided by the Management Committee from time to time. The Registrar of Incorporated Societies and members are to be notified, in writing, of the names and addresses of members.

13. COMMON SEAL

The Common Seal shall be kept by the Secretary at the Registered Office of the Service.

The seal shall be affixed only after a separate resolution of the Management Committee and shall be affixed in the presence of two members of the Management Committee who shall sign as witnesses.

14. PECUNIARY ADVANTAGE

No member of the Service shall receive or obtain any pecuniary gain from the property of operations of the Service provided that this Rule shall not prevent the payment of such reasonable expenses or remuneration to members and employees of the Service as the Management Committee shall decide.

No member due for receipt of any payment from the Service shall be entitled to vote on any resolution authorising such payment.

15. WINDING UP

The Service may be wound up by resolution passed by the majority of members present at a Special General Meeting called for that purpose with due regard to Section 24 of the Incorporated Societies Act 1908.

16. DISPOSITION OF SURPLUS ASSETS

In the event of the winding up of the Service the surplus assets, after payment of liabilities and expenses of winding up, shall be paid to such like charitable organisations within New Zealand as determined at the Special Meeting; provided that such disposition shall be subject to the Incorporated

Societies Act and the Charitable Trusts Act and that such disposition shall only be made to organisations having tax exempt Charitable status with the Inland Revenue Department.

17. ALTERATIONS TO THESE RULES

This Constitution may be added to, rescinded or amended by a resolution passed by 2/3 of the total membership at any General Meeting provided that any such alteration does not alter the exclusively charitable nature of the Service.

18. INTERPRETATION OF THESE RULES

A substantial compliance with this Constitution, whether as to form, time, number or any other matter in all cases be good and sufficient and not regulation, resolution, election, appointment, notice or other matter or thing shall be invalidated by reason of a failure to comply exactly with these Rules.

IN WITNESS WHEREOF these presents have been executed the day and year first hereinbefore written.

SIGNED by the said

PETER WATSON MOFFAT

ANETE VERA ISLES

DAVID ANTHONY BAUGHAN

ROBERT SELWYN ANDERSON

SUSAN KAY SIMPSON

in the presence of:

)
) "P.W. Moffat"
)
)
) "A. Isles"
)
)
) "D.A. Baughan"
)
)
) "R.S. Anderson"
)
)
) "Susan Simpson"
)
)
)
)

Witness "J. Tsukigawa"

Occupation RECEPTIONIST

Address SHAND THOMSON
Box 2
BALCLUTHA

ALTERATION TO RULE 6 (H)

(h. ensure annual affiliation of the Service to the New Zealand Federation of Family Budgeting Services Inc.)

This rule was removed by majority vote at the Annual General Meeting of the Clutha Budget Advisory Service held on 24 August 2004

NAME AND SIGNATURE

ADDRESS

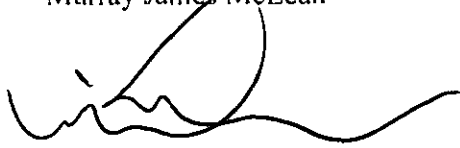
OCCUPATION

WITNESS

Murray James McLean

84 Hillend Rd
Stoney Creek
Balclutha

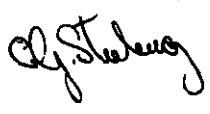
Stock Agent



Chrystine Stirling

9 Ann Street
Balclutha

Home Helper



Lee-Anne Frances Michelle

Glenledi
RD 1
Milton

Resource Editor



Elizabeth Anne Taylor

16 Naish St
Balclutha

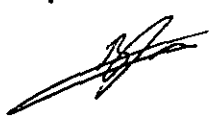
Coordinator



Brian John Ballantyne

268 Newhaven Rd
RD 1
Owaka

Health and Safety Coordinator



Maxine Joy Agnew

13 Boyd St
Stirling

Travel Agent



L. McLean
RADIO STATION
DIRECTOR
14/12/07

Dated this 14th Day of December 2007