

The Constitution of Auchenblae Parks Committee

Updated 2023

1) Name

The name of the committee shall be the **Auchenblae Parks Committee** (hereinafter called "The Committee").

2) Objects

The objects of The Committee shall be:

- a) to provide, promote, maintain and enhance recreational facilities for the inhabitants of the village of Auchenblae and the surrounding area.
- b) to be responsible for the following subjects; namely Auchenblae Golf Course, Bowling Green, Tennis Courts, Football pitch and Bike Track, the general area known as "The Den" and any further acquisitions.
- c) the subjects cannot be disposed of or added to without an Extraordinary General Meeting at which the current Committee would need to approve of the change by a majority vote.

3) Annual General Meeting

An Annual General Meeting will be called in the month of February. Fourteen days, at least, before the Annual General Meeting, a notice shall be posted electronically on a suitable social media platform and on the village hall notice board.

4) Extraordinary General Meeting

An Extraordinary General Meeting may be called at any time when any questions of urgent importance shall arise. The Committee shall also be bound to do so on receiving a written requisition signed by twenty-five village residents. Notice and subject of such a meeting shall be posted electronically on a suitable social media platform and on the village hall notice board.

5) The Committee

The Committee will comprise of not less than twenty voting members who shall be elected at the Annual General Meeting or Extraordinary General Meeting.

Membership is open to any resident of the village of Auchenblae and surrounding areas with all members being from the area.

The Treasurer is a member of The Committee but has no voting rights at any meeting. The Treasurer is the only role on The Committee that is a paid position.

All other members of The Committee are unpaid volunteers.

6) Office Bearers

The Office Bearers will be elected during the AGM meeting. Each position must be proposed and seconded attendees of the meeting. The following positions will be filled:

- Chair person
- Vice Chair
- Minute Secretary
- Den Convenor
- Golf Convenor
- Correspondence Secretary
- Pavilion Convenor
- Tennis Convenor
- Bowling Convenor

One person may cover more than one Convenor role with agreement of The Committee.

The remaining committee Members will be classed as ordinary Members.

7) Rules of Procedure

- a) Quorum - The Quorum shall consist of a minimum of Five elected members of The Committee and will always include the Chair or Vice Chair.
- b) Meetings - The Committee will normally meet monthly at a time and date to suit the majority of the members. There is no meeting in July or December normally.
- c) Location - The Committee may decide that any Meeting of the Members need not be held at any particular place, and may be held, and any votes may be permitted to be cast, by electronic means or any other means.
- d) Voting - Every matter shall be determined by a majority of the members present. Each member shall be entitled to one vote and proxies shall not be allowed. In the case of equality of the votes the Chair of the meeting shall have a second or casting vote.
- e) Accounts - The accounts will be externally audited annually by a recognised firm of Accountants in line with OSCR recommendations. Financial records must be preserved for at least Seven years. The financial year shall run from the 1st January until the 31st December.
- f) Constitution – The Constitution will be reviewed every two years by the Committee. Any changes that are deemed to be required will be submitted to OSCR for approval. Once approved the proposed new Constitution will be voted on by the Committee at the next scheduled meeting. For the changes to be accepted a majority of Committee members need to vote for proposed new Constitution. This will be minuted as usual in the Meeting Minutes.

8) Dissolution

If a Dissolution of the Committee is proposed, then an EGM must be called. If the Committee vote to dissolve The Committee, the Members will remain in office and be responsible for the orderly winding up of The Committee's affairs. After making provision for all outstanding liabilities of The Committee, the Members will apply remaining property and funds in one or more of the following ways:

- a) directly for the Objects as defined in section 2.
- b) by transfer to one or more other bodies established for exclusively charitable purposes within the same or as similar to the Objects.

A final report and statement of account relating to The Committee will be sent to the governing Charity Register.

Signed

Name: [REDACTED] - Chair Auchenblae Parks Committee

Signature.. [REDACTED]

Date..... 18.09.2023

Witnessed

Name..... [REDACTED]

Address... [REDACTED]

[REDACTED]

Signature.. [REDACTED]

[Name, address and signature of witness]

Date..... 18-09-2023

Nothing in this constitution shall authorise an application of the property of the charity for purposes which are not charitable in accordance with section 7 Charities and Trustee Investment (Scotland) Act 2005