

ABERLADY COMMUNITY ASSOCIATION - Constitution

Printed on 13/06/02

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1. NAME

The name of the Association shall be the Aberlady Community Association, (hereinafter called "the Association").

2. OBJECTS

The objects of the Association shall be:

- a) To promote the well-being of the inhabitants of Aberlady and environs without distinction of political, religious or other opinions, by associating the local authorities concerned, voluntary organizations, and inhabitants in a common effort to further health, to advance education, to provide a meeting place and facilities for physical and mental training and recreations and social, moral, and intellectual development and to foster a community spirit for the achievement of these and other such objects as may by law be deemed to be charitable.
- b) To secure the establishment of a Community Centre, and to co-operate with the Local Statutory Authority in the maintenance and management of the Centre for activities in furtherance of the above objects or any of them.

The Association shall be non-party in politics and non-sectarian in religion.

3. MEMBERSHIP

- a) Membership is available to all ages of the Community who are resident in the Aberlady area.
- b) Only members over the age of eighteen have voting rights.
- c) The Association reserves the right to terminate the membership of any individual or organisation which it deems to be attempting to defeat the objects of the Association.
- d) Well-wishers anywhere (i.e. not resident In the Aberlady area) are welcome but shall not have voting rights.

4. COMMITTEE

- a) Powers The policy and affairs of the Association shall be determined by a Committee, (hereinafter referred to as "the Committee") subject only to such limitations as are defined in clause 6 below.
- b) Committee The Committee shall consist of the Officers of the Association (as defined in clause 5 below) and up to 15 elected members. In addition the Committee may co-opt not more than five in number.
- c) Term of office All members of the Committee shall retire at the Annual General Meeting - but shall be eligible for re-election.
- d) Meetings The Committee shall meet at least six times a year.
- e) Private meetings The committee may call a private meeting under certain circumstances if a majority of committee members vote in favour of such a proposal.

5. OFFICERS OF THE ASSOCIATION

- a) The Officers of the Association shall comprise a Chair, a Vice-Chair, a Secretary and a Treasurer.
- b) All Officers shall retire at the Annual General Meeting, but shall be eligible for re-election.
- c) No member of the Committee or governing body shall be appointed to any salaried office of the Association or to any office of the Association paid by fees and no remuneration or other benefit in money or money's worth shall be given by the Association to any member of such governing body except reimbursement of out of pocket expenses.

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6. GENERAL MEETINGS OF THE ASSOCIATION

All General Meetings shall be open to all members.

- a) Annual General Meetings An Annual General Meeting shall be convened in the month of June each year by the committee for the purpose of: -
 - i) Receiving the Annual Report, and Financial Statement.
 - ii) Appointing Officers.
 - iii) Accepting resignations of members of the Committee.
 - iv) Election of individual members to the Committee.
 - v) Dealing with any other business, of which a week's notice in writing has been given to the Secretary of the Committee.
- b) Extraordinary General Meetings may be called at any time by the Secretary or Chairman of the Committee either at their own discretion or within 21 days of receiving signed written request of 20 members with power to vote, giving their reasons.

7. TRUSTEES

If the community centre is held on Trust for the benefit of the Association, two representatives of the Trustees should sit on the Committee but shall not have voting rights.

It is suggested that the number of elected representatives of the Trustees on the Committee should be no more than four.

8. SUB-COMMITTEES

The Committee shall have the power to appoint such sub-committees as may from time to time be decided and shall determine their terms of reference and powers.

9. RULES OF PROCEDURE AT ALL MEETINGS

- a) Voting All questions arising at any meeting shall be decided by a majority of those present and voting thereat. In case of equality of votes the Chairman shall have a second or casting vote (see clause 13 regarding alterations to Constitution).
- b) Quorum One third of the members of the Committee shall form a quorum at meetings of the Committee and sub-Committees. Ten members shall form a quorum at General Meetings of the Association.
- c) Minutes Minute books shall be kept by the Association, the Committee and all sub-committees, and all proceedings and resolutions of the various meetings shall be entered therein by the appropriate Secretary.

10. FINANCE

Proper accounts shall be kept by the Treasurer and shall be submitted to the Annual General Meeting. The accounts shall be regularly independently reviewed by duly qualified persons who shall be appointed annually by the Committee. All monies raised by or on behalf of the Association shall be applied to further the objects of the Association and for no other purpose.

11. RULES

Within the limitations of the Constitution, rules for the management and use of the Centre, and amendments and attentions to such rules may be drafted from time to time by the Committee, and shall take effect immediately.

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12. TRUST PROPERTY

The title to all and any heritable property which may be acquired by or for the purposes of the Association shall be taken and shall thereafter stand in the name of the Trustees of the Association who shall enter into an agreement and/or Deed of Trust with the Association setting forth the purposes and conditions under which they hold the said property in trust for the Association.

If any Rules or Regulations made are inconsistent with the provisions of these present, the latter shall prevail.

13. ALTERATIONS TO THE CONSTITUTION

No alteration of this constitution shall be valid unless it shall have been passed by a 2/3 majority of those present and voting at a General Meeting of the Association, and also provided that it is not contrary to conditions referred to in clause 12 (such alterations may be subject to subsequent approval by the Committee by a simple majority).

Any proposal involving such alteration must be delivered in writing to the Secretary of the Association not less than twenty-eight days before the date of the meeting at which it is to be discussed, and not less than fourteen days notice of the meeting, giving particulars of the proposals, shall be given to members of the Association.

14. DISSOLUTION

If the Committee by a majority decides at any time that on the ground of expense or otherwise it is necessary or advisable to dissolve the Association it shall call a meeting of all members of the Association of which meeting not less than 21 days notice (stating the terms of the resolution to be proposed thereat) shall be posted in a conspicuous place or places in the neighbourhood and advertised in a newspaper circulating in the neighbourhood. If such decision shall be confirmed by a majority of those present and voting at such a meeting the Committee shall have power to dispose of any assets held by or in the name of the Association. Any assets remaining after the satisfaction of any proper debts and liabilities shall be applied towards the purposes which the law regards as charitable for the benefit of the inhabitants of Aberlady and environs as the Committee may decide.

This constitution was adopted as the Constitution of the Aberlady Community Association at a General Meeting duly convened, of the said Association, held on 24th June 2002.

Chairman of Meeting.....

Secretary.....