

Linnvale Community Constitution

1. Title

The Association shall be known as Linnvale Community.

2. Aim and Objectives

The aim of this Association shall be to increase community cohesion and improve the quality of life for all who live, work or visit the community of Linnvale and its environs. To help achieve this we plan to:

- (i) Increase the availability of, and facilitate access to, activities geared to address the needs of local residents
- (ii) Promote the benefit of peer support and volunteering
- (iii) Reduce the barriers faced by people in community life and activity.

3. Powers

In order to promote these aims and objectives, the Association may:

- a) Establish sub-committees to progress specific interests of the Association. Such sub committees will include members and co-optees as deemed to be to the benefit of the Association
- b) Bring together in conference and work in liaison with representatives of voluntary organisations, government departments, local and other statutory authorities and individuals
- c) Raise funds and invite and receive contributions by way of subscriptions and donations. The Association shall not undertake permanent trading activities in raising funds except by means of a company established for that purpose
- d) To establish and/or support any other charitable body and to make donations for any charitable purpose within the Association's objects
- e) The Chairperson, Secretary, Treasurer may execute legal documents on behalf of the Association. Such documents shall be signed by any two of the Association Office Bearers.

4. Membership

Membership of the Association will be open to all, regardless of race, occupation, religion or political beliefs. Application for membership will not be refused unless for good reason, of which the applicant will have the opportunity to appeal the decision and be heard by the committee before the final decision has been made.

Membership of the Association shall be by completion of a membership form and payment of an agreed fee to any individual interested in supporting and furthering the work of the Association. Such members will be deemed to be full members.

5. Officers

- a) The Association shall elect from its membership at the Annual General Meeting, a Chairperson, a Secretary and a Treasurer, and any other Officers as the Association consider necessary.

- b) The officers of the Association shall hold office from the time of their election for a period of one year. Officers shall be eligible to offer themselves for re-election.

6. **Committee**

- a) The Committee shall consist of no less than three and no more than seven members.
- b) The Committee shall have the power to co-opt other persons, or members, (to a maximum of two) as they consider necessary to further the Association's aims.
- c) The Committee shall meet not less than 4 times per calendar year. Fourteen days notice of meetings will be given. Minutes shall be kept of all Committee Meetings. Meeting may be held virtually or in-person.

7. **AGM**

The Committee shall hold an Annual General Meeting of the Membership each calendar year and shall give a minimum of fourteen days notice in writing to the membership. Such meetings may be held virtually or in-person.

The purpose of the Annual general meeting is:

- a) To approve the annual report and accounts for the previous financial year.
- b) To elect Officer bearers for the coming year.
- c) To agree a development programme for the coming year.
- d) Appoint an Independent Examiner(s) should this be deemed necessary

Special General Meeting

On receiving a request from not less than one quarter of the Association membership, the chair shall convene a Special General Meeting of the Association management committee. The Secretary will notify the membership of any such meeting, giving 14 days notice, and giving the reasons for calling the meeting. Such meetings may be held virtually or in-person.

8. **Rules of Procedure at all Meetings**

Quorum

The quorum at a meeting of the Association shall be three including a minimum of two office bearers or such other number as the Association may in general meeting from time to time determine.

Voting

All questions arising at any meeting shall be decided by a simple majority of those present and entitled to vote.

Minutes

The minutes of meetings of the management committee and working groups shall contain a record of all proceedings, resolutions and decisions.

9. Financial Authority

- a) All monies raised by or on behalf of the Association shall be applied to further the aims and objects of the Association, and for no other purpose. No payment shall be made to members of the management committee or of any committee or subcommittee other than reasonable out of pocket expenses.
- b) The accounts shall be independently examined at least once a year by the independent examiner appointed at the Annual General Meeting.
- c) An independently examined statement of the accounts for the last financial year shall be submitted to the Annual General Meeting.
- d) A bank/building society account shall be opened in the name of the Association, as the Management Committee shall decide. The Management Committee shall authorise, in writing, three members of the Management Committee, one of whom shall be the Treasurer, to sign cheques on behalf of the Association. All cheques must be signed by not less than two of the three authorised signatories.

10. Alterations to the Constitution

Any alteration of this constitution shall require the agreement of not less than two-thirds of the members of the Association present (virtually or in-person) and voting at a general meeting whether annual or special providing that notice of any such alteration shall have been received by the Secretary in writing not less than 14 clear days before the meeting at which the alteration has to be proposed. Notice in writing of such a meeting setting forth the terms of the alteration, shall be sent by the Secretary to each member of the Association provided that no alteration shall be made which would have the effect of causing the Forum to cease to recognise its aims.

11. Dissolution

If the Management Committee by a simple majority decide at any time on the ground of expense or otherwise it is necessary or advisable to dissolve the Association, it shall call a special general meeting of the Association, of which meeting not less than 14 days notice (stating the terms of the resolution to be proposed thereat) shall be given.

If the decision is confirmed by a two-thirds majority of those present and entitled to vote, the management committee shall have power to dispose of any assets held by or on behalf of the Association. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable organisation or organisations having aims and objectives similar to those of the present Association as the committee may determine.

12. Adoption

This Constitution was certified as "a true copy" and adopted by the Committee at a General Meeting on 20th March 2021

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