

# Constitution of The Scottish Cartie Association

## 1. NAME

The name of the Association shall be the Scottish Cartie Association, hereafter referred to as the Association.

## 2. OBJECT

The object of the Association shall be;

- (a) to support and advance the sport of Soapbox Cartie Racing in Scotland
- (b) to establish and organise Soapbox Cartie Races in Scotland, and to encourage and assist communities and groups in Scotland to establish and run Soapbox Cartie Races
- (c) to encourage and assist communities, organisations, groups, communities, educational establishments and individuals in Scotland to take part in the sport of Soapbox Cartie Racing
- (d) to encourage and enable the sharing of resources and expertise between new and existing Soapbox Racing events and Soapbox Racing teams

## 3. POWERS

In furtherance of the objects set out in clause 2, but not otherwise, the Management Committee may exercise the following powers:

- (a) To carry on any other lawful activities which further the objects of the Association.
- (b) To purchase, take on lease, hire, or otherwise acquire, any property or rights which are suitable for the association's activities.
- (c) To improve, manage, develop, or otherwise deal with, all or any part of the property and rights of the association.
- (d) To sell, let, hire out, license, or otherwise dispose of, all or any part of the property and rights of the association.
- (e) To borrow money, and to give security in support of any such borrowings by the association.
- (f) To employ such staff as are considered appropriate for the proper conduct of the association's activities, and to make reasonable provision for the payment of pension and/or other benefits for members of staff, ex-members of staff and their dependants.
- (g) To engage such consultants and advisers as are considered appropriate from time to time.
- (h) To effect insurance of all kinds (which may include officers' liability insurance).
- (i) To invest any funds which are not immediately required for the association's activities in such investments as may be considered appropriate (and to dispose of, and vary, such investments).
- (j) To liaise with other voluntary sector bodies, local authorities, UK or Scottish government departments and agencies, and other bodies, all with a view to furthering the association's objects.
- (k) To establish and/or support any other charitable body, and to make donations for any charitable purpose falling within the association's objects.

- (l) To form any charitable company with similar objects to those of the association, and, if considered appropriate, to transfer to any such company (without any payment being required from the company) the whole or any part of the association's assets and undertaking.
- (m) To take such steps as may be deemed appropriate for the purpose of raising funds for the association's activities.
- (n) To accept grants, donations and legacies of all kinds (and to accept any reasonable conditions attaching to them).

#### **4. MEMBERSHIP**

Full membership of the association shall be open to:

- (a) Individuals of 18 years and over.
- (b) Juniors under the age of 18 who are interested in the work of the association; these members shall not be entitled to vote at general meetings.
- (c) Honorary members who may be appointed by the management committee at its discretion; these members shall not be entitled to vote at general meetings.
- (d) A person who becomes an employee of the association after admission to membership shall automatically cease to be a member.
- (e) Membership shall be by approval of the management committee on the submission of a request in writing, or by submission of an application form signed by or on behalf of the applicant, or by written invitation of the management committee and written acceptance.
- (f) The management committee shall consider each application for membership at the first committee meeting which is held after its receipt; the committee shall, within a reasonable time after the meeting, notify the applicant of its decision.
- (g) The management committee may, at its discretion, refuse to admit any individual to membership.
- (h) The management committee shall have the right, for good and sufficient reason, to terminate the membership of any individual by written notice, providing the member shall have the right to be heard by the committee before a final decision is made.
- (i) The management committee shall maintain a register of members, setting out their full name and address, the date on which they were admitted to membership, and the date on which any individual ceased to be a member.
- (j) Any individual who wishes to withdraw from membership shall send a signed notice to that effect to the association; the individual shall cease to be a member on receipt of the notice.
- (k) Membership under all categories shall be paid by subscription at a value determined annually by the management committee at the first meeting following the AGM.

#### **5. MANAGEMENT COMMITTEE**

- (a) The Association shall be administered by a management committee of no less than three (3) people and no more than ten (10), who must be at least 18 years of age. Members will be elected for a period of up to one year, but may be re-elected at the Association's AGM.

- (b)** The management committee members shall elect from among themselves a Chairperson, a Treasurer and a Secretary, and such other office bearers as they consider appropriate.
- (c)** The management committee may at any time appoint any member of the Association to be a member of the committee.
- (d)** The management committee may delegate any of their powers to any sub-committee consisting of one or more committee members and other persons as it may determine; they may also delegate to the Chairperson of the Association (or the holder of any other post) such of their powers as they may consider appropriate.
- (e)** The rules of procedure for any sub-committee shall be as prescribed by the management committee.

## **6. MEETINGS**

- (a)** The committee shall meet at least two times a year. Meetings shall enable the Association to discuss actions and monitor progress to date, and to consider future developments.
- (b)** All members shall be given at least fourteen (14) days' notice of when a meeting is due to take place, unless it is deemed as an emergency.
- (c)** Two-thirds of committee members must be present in order for a meeting to take place.
- (d)** It shall be the responsibility of the Chairperson to chair all meetings or a designated deputy in his/her absence. All meetings must be minuted and accessible to interested parties.
- (e)** The AGM shall take place no later than six months after the end of the financial year. At least fourteen (14) days' notice must be given before the meeting takes place.
- (f)** All members are entitled to vote at the AGM, which must be given personally. Voting shall be made by a show of hands on a majority basis. In the case of a tied vote, the Chairperson or an appointed deputy shall make the final decision.

## **7. FINANCE**

- (a)** Any money acquired by the Association, including donations, contributions and bequests, shall be paid into an account operated by the Management Committee in the name of the Association.
- (b)** All funds must be applied to the objects of the Association and for no other purpose.
- (c)** Bank accounts shall be opened in the name of the Association. Any deeds, cheques etc relating to the Association's bank account shall be signed by at least two (2) of the following committee members: Chairperson; Treasurer; Secretary.
- (d)** Any income/expenditure shall be the responsibility of the Treasurer who will be accountable to ensure funds are utilised effectively and that the Association stays within budget. Official accounts shall be maintained, and will be examined annually by an independent accountant who is not a member of the Association. An annual financial report shall be presented at the AGM. The Association's accounting year shall run from 01 April to 31 March.

## 8. ALTERATION OF THE CONSTITUTION

- (a) Any changes to this constitution must be agreed by a majority vote at an AGM or a special general meeting.
- (b) Amendments to this constitution or dissolution of the Association must be conveyed to the Secretary formally in writing. The Secretary and other officers shall then decide on the date of a special general meeting to discuss such proposals, giving members at least four weeks (28 days) notice.

## 9. DISSOLUTION

The Association may be dissolved if deemed necessary by the members in a majority vote at an AGM or a special meeting. Any assets or remaining funds after debts have been paid shall be returned to their providers or transferred to local charities or similar Associations at the discretion of the Management Committee. None of the Association's assets may be distributed or otherwise applied (on being wound up or at any other time) except to further its charitable purposes as detailed in clause 2.

This constitution was adopted at an AGM held at Cotbank of Hilton, Catterline on 26<sup>th</sup> April 2009.

The initial members of the management committee are:

Designation :	Chairperson	Signature
Name	Stephen Hall	
Address	Cotbank of Hilton	
	Catterline	
	Stonehaven	
	AB39 2UN	

Designation :	Secretary	Signature
Name	Lynne Fraser	
Address	4 Burnside Cottages	
	Catterline	
	Stonehaven	
	AB39 2UL	

Designation :	Treasurer	Signature
Name	Maurice Coull	
Address	16 Queens Road	
	Stonehaven	
	AB39 6HQ	