



BALFRON HERITAGE GROUP CONSTITUTION

(amended to include changes of 1995/2002)

1) NAME

The name of the Group shall be the **BALFRON HERITAGE GROUP** (hereafter referred to as “the Group”).

2) OBJECTIVES

The objectives of the Group shall be to promote the benefits of the community of Balfron without distinction of sex or political, religious or other opinions. In particular by promoting a general interest in the community in the origins, geography, natural and social history and environmental well-being of the area known as the Parish of Balfron, by presenting information on these matters in such a way as to advance the education of the community itself and, by the positive attraction of tourism, the wider public.

3) POWERS OF THE EXECUTIVE COMMITTEE

- 3.1 To act on behalf of the membership as a channel for liaison or negotiation with other organisations such as Local Government, statutory and voluntary agencies and organisations.
- 3.2 To invite, obtain, collect and receive money and funds by way of donations, contributions, legacies and any other lawful means and to receive gifts of artefacts and property of any description.
- 3.3 To purchase, take on lease or in exchange, hire or otherwise acquire any property for the purposes of Balfron Heritage Group.
- 3.4 Subject to such consents as may required by law, to sell, grant security over, let or exchange any property belonging to Balfron Heritage Group.
- 3.5 To invest money in the purchase of or at interest on the security of such stocks, funds, shares, securities or other investments or property of whatever nature and wherever situated as the Committee in its absolute discretion sees fit.
- 3.6 To do all such other things as may be necessary for the attainment of any of the foregoing objectives.

4) MEMBERSHIP

- 4.1 Membership is open to anyone in the area known as the Parish of Balfron and surrounding area and anyone with an interest in this area and members may be required to pay a membership fee as the committee shall from time to time determine. The Group shall be non-political and non-sectarian.
- 4.2 The Committee of the Group has the power and discretion as to the admission or refusal of any individual or organisation as members.
- 4.3 The membership of any individual or organisation shall cease upon the Secretary of the Group receiving written notice of their intention to resign or upon the passing of a resolution terminating their membership at a General Meeting.
- 4.4 The Committee shall have the power to expel any member who shall offend against the rules of the Group. Before any such member is expelled the Secretary shall inform him or her of the complaints against them. No member shall be expelled unless half the Committee attend the meeting and vote in favour of the expulsion. A decision to expel may only be overruled by a majority at a General Meeting.
- 4.5 On the recommendation of the Committee, the Group may elect at the AGM to the rank of Honorary Life Member persons who have rendered conspicuous service to the objectives of the Group as outlined in Article 2 of this Constitution. Such Honorary Life Members shall not normally exceed five in number and should not include persons likely to hold further office in the Group.
- 4.6 All members shall pay such subscriptions as the AGM of the Group may from time to time determine. Membership will lapse if the subscription is unpaid six months after the commencement of the Group's financial year.

5) GENERAL MEETING

- 5.1 The Group shall hold an Annual General Meeting in each calendar year not later than the end of May of that calendar year.
- 5.2 Notice of the Annual General Meeting shall be published at least 14 days before the date of the meeting.
- 5.3 The Annual General Meeting shall:
- i) receive a report from the Chairperson and Treasurer and an audited statement of accounts for the previous year.

5) GENERAL MEETING (contd.)

5.3

ii) elect the following officers on a biennial basis:

Chairperson

Vice-chairperson (elected as and when necessary) who in the absence of the Chairperson shall have all the powers of the Chairperson.

Secretary

Treasurer

iii) elect a **Committee** annually of not less than five and not more than ten members (including office-bearers).

iv) decide on any proposition which may be submitted at the Meeting. No proposition shall be considered at the Meeting unless notice is given in writing of the proposition to the Secretary at least 14 days before the date of the Meeting.

5.4 A **Special General Meeting** shall be called by the Secretary on the written request of **at least half of the members**. At least ten days before the meeting notice will be published stating the business to be transacted at the meeting.

5.5 A **Quorum for a General Meeting** shall be one third of the members. The Chair will have a casting vote to be used in the event of an equal number of votes being cast both for and against any proposition put to a General Meeting.

5.7 No business shall be transacted at any meeting unless a Quorum is present when the meeting proceeds to business.

5.8 If within half an hour of the time appointed for the holding of a General Meeting a Quorum is not present, the meeting if convened at the request of the members shall be dissolved. In any other case, it shall stand adjourned to the same day in the next week at the same time and place or such other place as the Chairperson shall appoint.

6) EXECUTIVE COMMITTEE

6.1 The Committee of the Group shall consist of not less than five and not more than ten elected at the Annual General Meeting.

6.2 The Committee shall be empowered to co-opt up to three additional members to the Committee who are especially qualified to assist the Group in its work. Such co-opted members will have the power to vote after their co-option.

6.3 The Committee shall act as the management committee of any projects sponsored by the Group or of any employees of the Group.

6) EXECUTIVE COMMITTEE (contd.)

6.4 A Quorum of the Committee shall be **one third** of its membership.

6.5 The Chair shall have a casting vote to be used in the event of an equal number of votes being cast both for and against a proposition put to a meeting of the Committee.

6.6 A member of the Committee shall cease to be a member upon:

- i) giving the Secretary of the Group written notice of his or her intention to resign.
- ii) failing to attend three consecutive meetings of the Committee without giving a reason approved by the Committee.
- iii) the passing of a resolution at a General Meeting terminating his or her membership of the Group.

7) FINANCE

7.1 All monies received by or on behalf of the Group shall be devoted to the objectives of the Group. The funds of the Association shall be obtained through members subscriptions and by means of any other fundraising activities as the committee may deem acceptable or necessary. The funds shall be lodged in a bank approved by the committee. The Treasurer will be responsible for managing the financial affairs of the Association.

7.2 Any member of the Committee with any financial interest whatsoever in matters being decided by the Committee must fully declare that interest prior to any decision being taken.

7.3 The Treasurer shall prepare accounts of the Group for each financial year and an annual statement of accounts must be produced at the Annual General Meeting, properly audited, by 2 auditors elected by the AGM, and who shall not be members of the committee.

7.4 In the event of the Group being dissolved, funds, legacies, contributions, etc., will be donated to Balfron Community Council

8) AMENDMENTS TO THE CONSTITUTION

Any clause in this Constitution may be rescinded or amended or a new clause inserted by a vote of two thirds of the members present and voting at a General Meeting where each member has had ten days notice of the change proposed at the meeting.

9) **DISSOLUTION**

The Group may be dissolved by a resolution at a General Meeting passed by a majority of not less than two thirds of the members present and voting and any funds, legacies, contributions, etc., to be donated to Balfron Community Council



Signed:	<i>Jim Thomson</i> (Chair)	Date: 4th January 1990
Approved by AGM		Date: November 1990
Amendment to date of AGM approved by AGM		Date: November 1994
Constitutional amendments approved by AGM		Date: May 1995
do.		Date: May 2002
do.		Date: May 2004