

# ULVA SCHOOL COMMUNITY ASSOCIATION

## Constitution

### 9<sup>th</sup> February 2011

#### 1. Name

- 1.1. The organisation shall be called the ULVA SCHOOL COMMUNITY ASSOCIATION (hereafter known as 'the Association')

#### 2. Objects

- 2.1. The Association has been formed to benefit the community of North West Mull as defined on the map attached to the Constitution (hereafter "**the Community**"), with the Objects listed in the clauses below ("**the Objects**"), to be exercised following the principles of sustainable development (where sustainable development means development which meets the needs of the present without compromising the ability of future generations to meet their own needs), namely:
  - 2.2. To provide support for the school in whatever form the Association agrees is appropriate and practical.
  - 2.3. To advance community development, including rural regeneration within **the Community**.
  - 2.4. To manage community land and associated assets for the benefit of **the Community** and the public in general.
  - 2.5. To advance the education of the Community about its environment, culture, heritage and/or history.
  - 2.6. To provide, or assist in providing, recreational facilities, and/or organising recreational activities, which will be available to members of the Community and public at large with the object of improving the conditions of life of the Community.

#### 3. Activities

- 3.1. The activities of the Association may include :
  - 3.2. Researching and developing an initial 20 year Community Plan.
  - 3.3. Undertaking a housing survey to identify need, if any, for additional housing in the area, and to act upon results accordingly.
  - 3.4. Researching and developing renewable energy generation for the benefit of the school, and the local community.
  - 3.5. Researching and possibly developing social enterprises.
  - 3.6. Researching and promoting awareness of sustainability issues within the local Community.
  - 3.7. Any activity approved by the Association that would further any of the Objects of the Association.

#### **4. Membership**

- 4.1. Adult Membership shall be open to any individual over the age of 16 who supports the aims of the Association, whose main residence is in the Ulva School Community Association area (see Clause 2.1), or who lives on the Isles of Mull and Iona and has substantive links to the Ulva School Community Association area.
- 4.2. Youth Membership shall be open to any individual between the ages of 3 and 16, (or to anyone up to the age of 18 who is in school full-time) whose family has substantive links to the school, and who supports the aims of the Association.
- 4.3. Associate Membership (non-voting) is open to any individual or organisation outwith the local community who wishes to support the aims of the Association.
- 4.4. The Association is committed to a policy of equal opportunities for all people, regardless of gender, marital status, race, colour, religion or sexual orientation and to the avoidance of discrimination against any person. Consequently there is no limit on the number of people who may wish to be involved, and the Association will welcome participation and contributions from all sectors of the community and the wider public.
- 4.5. Adult Members are expected to comply with the Child Protection policies of the Association including provision of Disclosures where and if this is requested.
- 4.6. All members shall be entitled to all privileges and amenities of the Association *but only* Full (Adult & Youth) Members shall have the right to vote on all Association matters.
- 4.7. No employee of the Association may become a member; a person admitted to membership shall automatically cease to be a member if he/she becomes an employee.
- 4.8. Applications for membership shall be made on the appropriate form.
- 4.9. In the case of an Application for Full Membership from an individual living outwith the area defined in Clause 2.1, the Committee reserve the right to determine whether the links claimed are 'substantive links'.
- 4.10. On gaining membership, a new member will be given a copy of the Rules of the Association and provided with opportunity to read this constitution.
- 4.11. Acceptance of an application for membership shall not be unreasonably withheld by the Committee for any applicant undertaking to comply with all instructions and rules relating to the Association.
- 4.12. All members joining the Association shall be deemed to accept the terms of this constitution and any rules published from time by the Association.
- 4.13. Subscriptions *may* be levied annually and the rate will be set by the Committee.

#### **5. Management**

- 5.1. The Association shall be managed by a committee comprising Adult members called the Association Committee hereinafter referred to as the Committee.
- 5.2. In order to conduct the business of the Association the Committee will have a minimum of 6 Adult members and a maximum of 15.
- 5.3. The Committee will be comprised of individuals elected from the Membership at the AGM, for a term of one year. Such individuals shall be entitled to stand for re-election provided they meet the terms for Full Membership under Clause 4.1
- 5.4. In the event that any Elected Member on the Committee is not present at three consecutive meetings, the Committee is empowered to request that another member be co-opted from the membership to fill the vacancy.
- 5.5. The office bearers shall be **Convenor, Vice Convenor, Secretary and Treasurer** who shall be elected by the new Committee immediately after the

Annual General Meeting to hold office for one year. The Committee shall be at liberty to create additional office bearers from its own members if it so desires.

## **6. Co-option**

- 6.1.** The Committee will have the power to co-opt for a specified period of time as an additional member(s) any person(s) who in their opinion is able to render special services, or Association Members, in order to fill vacancies on the Committee. However, the number of co-optees must not exceed elected members. (Co-opted members will be so only until the next AGM following co-option, after which meeting, the newly elected Committee members will decide on co-optees for the coming year.)

## **7. Committee Meetings**

- 7.1.** Committee meetings shall be held as the necessity arises, but not less than 4 per year.
- 7.2.** The Secretary shall normally give at least 7 days notice of meetings either by post, email or phone. [Any of the Office Bearers have the power to call an extraordinary committee meeting giving at least 24 hours notice in exceptional circumstances.] **A quorum is reached if there are present at least 50% of the Committee, or 6 members including one Office Bearer, whichever is the larger.**
- 7.3.** Decisions of meetings shall be by way of a simple majority vote, the Convenor to have a casting vote in the event of a tie.
- 7.4.** All proceedings will be minuted. Minutes will be freely available to those members of the Association who request them.

## **8. Powers**

- 8.1.** The Committee shall have the power to publish and enforce such rules as necessary to govern the activities of the Association, and to act on behalf of the Association to trade, lend or borrow, contract, remunerate, insure, raise funds, rent or own property or other assets or support any other activity which may be incidental or conducive to the attainment of the Objective/s of the Association.

## **9. General Meetings**

- 9.1.** An Annual General Meeting shall be held within six months of the financial year end.
- 9.2.** All Adult and Youth Members shall have a vote and, in the event of a tie, the Convenor shall have a casting vote.
- 9.3.** The Constitution may be altered only at an Annual General Meeting or at a Special General Meeting called for that purpose, by a majority of the members of the Committee. For the purpose of altering the Constitution, **a minimum of 15 members of the Association present at an A.G.M. or S.G.M. shall constitute a quorum.**
- 9.4.** All proceedings will be minuted. Minutes will be freely available to those members of the Association who request them.

## **10. Finance**

- 10.1.** All monies raised by or on behalf of the Association shall be applied to further the objects of the Association and for no other purposes.
- 10.2.** The Association's financial year shall end on 31<sup>st</sup> December. The accounts shall be examined by an independent and competent person prior to the Annual General Meeting and will be published and submitted to the Annual General Meeting for approval.

- 10.3. The Committee will control and regulate the finances of the Association. The Treasurer will make sure that accurate accounts are kept.
- 10.4. One or more bank accounts will be operated in the name of the Association with a bank or building society as the members of the Management Committee decide. The Committee will authorise in writing three of its members, one of whom must be the Treasurer, to sign cheques on behalf of the Association. All cheques must be signed by at least two authorised signatories.

## **11. Dissolution**

- 11.1. Any decision to dissolve the Association must be considered in the light of prevailing circumstances and approved by no less than two thirds of those present at an Annual or Extraordinary General Meeting called by the Management Committee for that purpose.
- 11.2. In the event of the dissolution of the Ulva School Community Association, any assets remaining after liabilities have been met shall be given or transferred to some other organisation having the same or similar objects as the Association or towards charitable purposes for the benefit of the inhabitants of the isles of Mull, Iona, Ulva and Gometra e.g. MICT. The same shall not be paid or distributed among members of the Association.

**This amended constitution was adopted at a meeting on the :**

**8th February 2012**

**At: Ulva School, Isle of Mull**