

CONSTITUTION OF KINGOLDRUM VILLAGE HALL

1. Name of Organisation

The name of the organisation shall be the Kingoldrum Village Hall (hereinafter referred to as "the Hall").

2. Objectives

The objectives of the Hall shall be:

- 2.1 to provide a community space for the benefit of the residents of the Parish of Kingoldrum and surrounding areas.
- 2.2 To promote social, educational, cultural, and recreational activities for the Parish of Kingoldrum and surrounding areas.
- 2.3 To provide a venue for use by residents of the Parish of Kingoldrum and surrounding areas for private or public events.
- 2.4 To manage and maintain the Kingoldrum Village Hall as a sustainable and accessible facility for all.
- 2.5 To maintain and manage the Kingoldrum Village Hall buildings and its grounds as a venue for community events and to preserve the building's heritage.

3. Powers

In furtherance of the objectives, the Hall shall have power to:

- 3.1 Raise funds, receive grants, and invite contributions.
- 3.2 Employ staff and volunteers as necessary.
- 3.3 Acquire, maintain, and dispose of property and equipment.
- 3.4 Co-operate with other organisations and authorities.
- 3.5 Do all such lawful things as are necessary to achieve the objectives.

4. Membership

- 4.1 Membership shall be open to all residents, aged eighteen years and over, of the Parish of Kingoldrum, and others with close connections to the said parish.

- 4.2 Membership fees (if applicable) shall be determined at the Annual General Meeting.
- 4.3 Members shall have the right to attend meetings, vote, and stand for election to the Management Committee.

5. Management Committee

- 5.1 The Hall shall be managed by a Management Committee elected at the AGM in accordance with Clause 6.
- 5.2 The Management Committee shall consist of no fewer than five and no more than ten members. The Management Committee will appoint, from amongst its own members, a Chairperson, Secretary and Treasurer and may appoint other officers as it sees fit. Members of the Management Committee shall retire at each AGM but shall be eligible for re-election.
- 5.3 The Management Committee may co-opt additional members so long as such co-opted members do not exceed one-third of the total number of Management Committee members. The Management Committee may form sub-committees for such purposes as it sees fit, and each sub-committee so formed shall include a majority of its members from the Management Committee and shall not have power to directly authorise any spending greater than £100 in aggregate.
- 5.3 The Management Committee shall meet at least four times per year. A meeting may be summoned at any time by the Chairperson or by two members of the Management Committee, upon seven days' notice being given to other members of the Management Committee of all matters to be discussed.
- 5.4 Every matter to be determined by the Management Committee shall be determined by a simple majority of those members of the Management Committee present and entitled to vote. In the case of a tie, the Chairperson of the meeting shall have a second, casting vote.
- 5.5 The Management Committee shall be responsible for the day-to-day management of the Hall, including finances, maintenance, bookings and ensuring all necessary licencing /registration requirements are met.
- 5.6 The Management Committee will not have power to purchase, sell, or lease heritable property without specific authority of members at a General Meeting.
- 5.7 The members of the Management Committee shall be trustees of the Hall and shall hold any property of the Hall in their name as trustees and shall be entitled to be sued or sue as trustees of the Hall. They shall be indemnified by the Hall where acting in good faith in their capacity as trustees of the Hall.

- 5.8 The Management Committee shall have power to borrow such sum or sums, whether or not upon security of any heritable property and/or other assets of the Hall as they may deem necessary, and from time to time to obtain such new or additional loans as they may consider requisite. All Bonds or other documents to be granted in connection with the exercise of the above powers shall be signed by the members at the time in question of the Management Committee.
- 5.9 The Kingoldrum Village Hall is a Category C listed building within the meaning of the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 and the Management Committee shall obtain any listed building consent and such other consents as may be required prior to commencement of any works on the hall.
- 5.10 The Management Committee shall cause all buildings and property of the Hall to be sufficiently insured against fire, theft, public liability and any other appropriate insurable risks.
- 5.11 Election to any position on the Management Committee cannot be limited by or discriminated against on the grounds of gender, gender reassignment, age, race, religion or belief, sexual orientation, marriage or civil partnership, pregnancy or maternity or disability.

6. General Meetings

- 6.1 An Annual General Meeting (AGM) shall be held each year to:
- 6.1.1 Approve the annual report and accounts;
 - 6.1.2 Elect the Management Committee; and
 - 6.1.3 Discuss any other business.
- 6.2 Extraordinary General Meetings (EGM) may be called by the Management Committee or by a written request from at least ten members.
- 6.3 Public notice of the AGM or EGM shall be given by the Management Committee by displaying conspicuously at the Kingoldrum Village Hall all relevant details of the meeting for at least twenty-one days prior to the date of the meeting and in such other fashion as the Management Committee shall see fit.
- 6.4 Notice of the AGM shall invite nominations for the elected members of the Management Committee by a specified date prior to the AGM to be determined by the Management Committee. Nominations received after such specified date may be accepted at the sole discretion of the Management Committee.

- 6.5 Voting at the AGM or EGM shall be by simple majority of those members present and entitled to vote, except in the event of a tie in any vote when the Chairperson of the meeting shall have a second, casting vote.
- 6.6 Elections for officers of the Management Committee shall be by secret ballot, the result of which will be made known by naming the winning candidates and not the number of votes cast.
- 6.7 Resolutions passed at the AGM or EGM will be binding on the Management Committee.

7. Finances

- 7.1 All funds raised for or on behalf of the Hall shall be applied to further the objectives of the Hall.
- 7.2 A bank account shall be maintained in the name of the Hall. The authorised signatories of such bank account shall be determined by the Management Committee as they see fit but comprising not less than two signatories for each payment. No two signatories shall be from the same or closely related households.
- 7.3 The Treasurer shall keep accurate financial records, to be independently examined and approved prior to the AGM, and shall present a financial report at the AGM.
- 7.4 The Hall's financial year shall run from 1st April to 31st March.

8. Amendments to the Constitution

- 8.1 This constitution may be amended by a two-thirds majority vote at a general meeting.
- 8.2 Notice of proposed amendments must be given to all members at least twenty one days before the meeting.

9. Dissolution

- 9.1 If the Management Committee decides that it is necessary to dissolve the Hall, an EGM shall be called by the Management Committee in accordance with Clause 6.2.
- 9.2 A resolution to dissolve the Hall must be approved by three-quarters of those present and entitled to vote at such EGM.

9.3 Such resolution may include instructions for the disposal of any assets after all liabilities have been met. Any remaining balance may be transferred to a charitable organisation with similar objectives, as determined by the members.

10. Adoption of the Constitution

This constitution was adopted at a General Meeting held on [date].

Signed:

Chairperson: _____

Secretary: _____

Treasurer: _____

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