

Friends of Kings Park Stirling

Approved Constitution

October 2023

1. Name and status

The name of the organisation shall be 'Friends of Kings Park, Stirling' ('the group').

A company with that name, limited by guarantee, (company number SC 325914) is registered with the Scottish Charity Regulator (charity number SCO 38449).

2. Aim

The aim of the group is to promote interest, public awareness, improvement and development of amenities in the Kings Park, Stirling, for the benefit of all.

3. Objectives

The group will fulfil this aim by:

- Promoting the health and well-being of Stirling residents
- Involving local people in improving the Kings Park
- Carrying out and promoting both environmental improvement and practical conservation, and informing, encouraging and supporting the local population in environmental practice within the Kings Park
- Promoting sport, community recreation and play facilities within the Kings Park
- Promoting Community Safety and protecting the amenity of the Kings Park

4. Delivery of Objectives

In order to support delivery of the objectives the group will:

- Work together on a wholly non-discriminatory basis at all times
- Seek to grow the membership and make rules for categories of members and their rights
- Organise meetings, training courses and events
- Publicising and promoting the work of the group
- Seek partnerships with other organisations including statutory and non-statutory agencies and voluntary sector groups
- Share and exchange information with such bodies, and with the wider Stirling community, as appropriate
- Raise funds and receive contributions, where appropriate, to finance the work of the group
- Open bank accounts

- Arrange insurance
- Take any other lawful action which would assist in fulfilling the group's aim

5. Membership

- (a) Membership of the group shall be open to any person over the age of 16 who is interested in assisting the group to achieve its aim and accepts the rules of the group.
- (b) The group recognises that membership must be balanced and shall not be weighted in favour of any particular interest group.
- (c) An application for membership will not be considered within the period of 14 days prior to an Annual General Meeting ('AGM') or Extraordinary General Meeting ('EGM') meeting of the group.
- (d) Each member shall have one vote at any General Meeting.
- (e) The management committee ('the committee') (see section 6) shall be entitled to refuse membership to an applicant where it considers that such membership would be detrimental to the aim or objectives of the group.
- (f) Registration and termination of membership:
 - Any member of the group may resign by giving written notice to the Secretary.
 - The committee may terminate or suspend the membership of any member if it considers the member's conduct to be prejudicial to the aim or objectives of the group. In such circumstances the member shall be entitled to be heard by the committee before a decision is taken. There shall be a right of appeal to an arbitrator appointed by mutual agreement.
 - The committee shall be responsible for maintaining a record of membership and for setting any membership fee. Membership will be renewed automatically on an annual basis.

6. Committee

- (a) The group shall be administered by a committee of between 6 and 12 members, who shall be elected at the AGM to serve until the next AGM.
- (b) All candidates for election must be nominated and seconded by members of the group.
- (c) At the AGM, the group shall elect a Chairperson, a Vice- Chairperson, a Secretary, a Treasurer, and other office bearers as necessary. The Chairperson and the other office bearers shall hold office until conclusion of the next AGM of the group after their election, but shall be eligible for re-election.
- (d) The committee may from time to time co-opt persons to fill a vacancy on the committee until the next AGM or earlier if revoked. Not more than one third of committee members shall be co-opted.
- (e) The committee shall meet at least four times in any twelve-month period.
- (f) At least one half of all committee members must be present at a committee meeting to enable decisions to be made.
- (g) Voting at committee meetings shall be by show of hands, on a majority basis. In the event of vote being tied, the chairperson shall have a second vote.

- (h) The committee may set up sub-groups and working parties as deemed necessary. Such sub-groups and working parties as are established shall be accountable to the committee.
- (i) The committee shall be accountable to the members at all times.
- (j) The committee shall ensure that it acts in a manner which respects the company's memorandum and articles of association.
- (k) All meetings shall be minuted and the minutes shall be made public.
- (l) Committee members shall be given at least 7 days notice of any meeting.
- (m) A member of the committee shall be deemed to have resigned if they are absent from 3 consecutive meetings without acceptable reason.

7. Finance

- (a) Any monies obtained by the group shall be used only for the purpose of furthering the aim and objectives of the group.
- (b) The group may retain any excess monies remaining as a result of project fundraising activities for future work, in accordance with the group's overall aim and objectives.
- (c) any bank accounts opened for the group shall be in its name.
- (d) any payment or withdrawal shall be signed or authorised by at least two authorised signatories (of which there shall be three in total)
- (e) the committee shall ensure that the group does not operate in deficit.

8. Annual General Meeting

- (a) The group shall hold an AGM in each calendar year. The gap between one AGM and the next shall not be longer than 15 months.
- (b) Members shall be notified not less than 14 days before the meeting. An agenda will be circulated.
- (c) Members, only, may vote at an AGM
- (d) The business of the AGM shall include:
 - Receiving a report from the Chairperson of the group's activities over the year.
 - Receiving a report from the Treasurer of the last financial year's accounts.
 - Electing a new committee and office bearers (see section 6), and considering any other matter as may be appropriate.
- (e) The quorum for an AGM shall be 8 persons, no more than 4 to be committee members.
- (f) At the AGM there shall, generally, be a public meeting to inform the wider community about the work of the group and how it is achieving its aim and objectives.

9. Extraordinary General Meeting

- (a) Any member may propose an EGM by writing to the Secretary and citing a reason.
- (b) Such a proposal must be seconded by another member and shall be considered by the committee within 7 days, and a decision given.
- (c) Members shall be notified not less than 14 days before an EGM.

(d) Members, only, may vote at an EGM.

10. Amendments to the constitution

- (a) Proposals for amendments to the constitution, or dissolution of the group, may be proposed at an AGM or EGM, and shall be made in writing to the Chairperson not less than 14 days prior to such a meeting.
- (b) The Secretary in conjunction with other office bearers shall decide the date and form of the meeting to discuss such proposals. Members shall be notified not less than 14 days before the meeting.
- (c) Any amendment to the constitution shall be agreed by at least two thirds of those members present and voting.

11. Dissolution

The group may be dissolved at any time if agreed by at least two thirds of those members present and voting. Any assets shall be returned to the providers of them, if they require this to be done and it is practical and possible to do so. Such assets shall otherwise be passed to Stirling Council to carry out works which respect the group's aim and objectives

12. Adoption of the Constitution

This constitution was duly adopted on the 4th October 2023

Signed:

Chair _____

David Leslie

Secretary _____

Hector Currie