

Lagwyne Hall, Carsphairn

Constitution and Rules

As amended 1968, 1977, 1980, 1981, 2010, 2013 and 2015

1. Aims and objectives

The objects shall be:-

(i) To promote the benefit of the inhabitants of Carsphairn and environs without distinction of political, religious or other opinions, by associating the Local Authorities, Voluntary Organisations and inhabitants in a common effort to advance education, and to provide facilities in the interest of social welfare for recreation and leisure time occupation, with the object of improving the conditions of life for the said inhabitants.

(ii) To secure the establishment, maintenance and management of a Community Centre for activities promoted by the Association in furtherance of the above objects, or any of them.

(iii) The Association shall be non-party in politics, and non-sectarian in religion.

2. Rules and Regulations

(i) The management of the affairs of the hall shall be vested in a Committee of Management, and all rules, regulations and byelaws made by that Committee shall be binding on all parties using the hall or any part thereof.

(ii) The Committee of Management shall be composed of a maximum of 25 persons over **eighteen** years of age, and be elected by and from the members of the Association, with the proviso that at least **thirteen** shall be resident in the Carsphairn Community Council area. This Committee shall be appointed at the Annual General Meeting which shall be held each year in the month of February. All must have attended aforementioned meeting or given sufficient reason for not attending. One representative member of the Committee shall be appointed by each of the organisations using the facilities.

They shall from their number appoint a **Chairman, Vice Chairman** and **Property Inspector**. They shall also appoint an **Auditor** who shall not be one of the Committee, At all meetings the Chairman shall have a casting vote as well as a deliberate vote. The aforementioned Committee shall hold office from appointment until the next Annual General Meeting in the following

February, whereupon all members shall retire from office, but will be eligible for re-election.

A quorum shall be not less than **six** members of the Committee. The Management Committee shall have power to co-opt not more than **three** additional members who shall be members of the Association. All co-opted members of the Management Committee shall hold office only until the Annual General Meeting following their co-option. The Management Committee shall have power to appoint such sub-committees as it may from time to time decide and will determine their powers and terms of reference.

(iii) Mode of Calling Meetings

At least ten clear days before the holding of a General Meeting, the Secretary shall exhibit in Post Office, local Shop window and Hall Notice Board, a notice stating date and place of meeting and business to be transacted.

(iv) The Committee when appointed shall be responsible for every transaction, both for rules, financial affairs and general business affecting the hall.

(v) The Committee shall make all rules, regulations and bye-laws for the management and upkeep of the hall and the use thereof, and shall fix all charges to be imposed and all rules, regulations and charges etc., shall remain effective and binding on all parties using the hall, until altered or rescinded by the Committee. Notice of all charges, rules and regulations shall be given by posting in the hall a copy thereof signed by the Secretary.

(vi) The Committee shall make all rules for the conduct of the business, financial and other affairs of the hall, as they from time to time think necessary. They shall determine the duties and the remuneration of all persons appointed by them to any office or employment, and they shall be responsible for all and every affair in connection with the management of the hall, and the matters connected therewith. A notice to allow the sale and consumption of alcohol on the premises was displayed in the Post Office for ten days and was endorsed with thirteen signatures of approval so these powers will be used at the discretion of the Committee.

(vii) The Committee shall meet when necessary and at these Meetings the treasurer shall give a financial statement of funds and effects.

(viii) Any ten persons residing in the Carsphairn Community Council Area desiring to amend or delete any of the foregoing paragraphs or suggest new rule or rules, must give seven clear days' notice to the Secretary and clearly state proposed alterations. The Secretary shall thereupon call an extraordinary General Meeting and publish the proposed alterations.

(ix) The requirement for named trustees, ie the Parish Minister and the Local or Parish Schoolmaster or School Mistress, as described in the feu disposition granted by Mr William Campbell, Holm of Daltallochan, is no longer necessary.

(x) The Secretary shall keep a sederunt book in which he or she shall record the Minutes of all meetings held, both general and committee. The Treasurer Shall be held responsible for all monies entrusted to him or her and shall Lodge same in bank any amount to five pounds or over. The Chairman, the Treasurer and one other will be appointed to sign cheques. Cheques must be signed by two members of the Committee, one of which must be the Chairman or the Treasurer. There should be a minimum of two authorised signatories who are not connected, as per the definition of 'connected' in the Charities and Trustee Investment (Scotland) Act 2005. The Committee may ask the Treasurer to deposit such sums of money they consider necessary to safeguard their interest, but if this be asked for the Treasurer shall be paid interest on deposit at no less than interest paid on Post Office deposits. The Secretary and Treasurer shall give one month's notice of desiring to leave and if Committee wish he or she to resign they shall give one month's notice also.

(xi) **Dissolution Clause** (Agreed upon and Incorporated in to Lagwyne Hall Constitution at the Meeting held on 21st March 1980)

Any motion to dissolve the trust disposition and management committee shall be intimated and dealt with in the same way as a motion to amend, alter, add to or rescind this constitution, all as prescribed in paragraph Eight (8) of this constitution.

In the event of the dissolution of the trust disposition and management committee as aforesaid, or of its otherwise ceasing to exist, all assets and liabilities shall be transferred to such body as the management committee may direct, and as may be agreeable to receive them, to be held by such body for the benefit of the inhabitants of the Carsphairn Community Council Area.

Signed: _____ Chairman

Signed: _____ Vice Chairman

Signed: _____ Secretary

Date: 11th February 2015