

**STRATHCARE**  
**SCOTTISH CHARITY NUMBER - SC011737**  
**FOUNDED 1975**

**CONSTITUTION**

1. Association shall be known as Strathcare, based in Crieff, Perthshire.
2. The Association is an unincorporated Registered Scottish Charity operating under Charity Number SC011737
3. The Objects of the Association are the provision and organisation of recreational facilities and the relief of those in need by reason of age, ill-health and disability and in furtherance of these Objects the Association will carry out charitable activities including the following:
  - a) Improve, where possible, the welfare of the community in Crieff and District.
  - b) Promote and co-ordinate a range of activities for those who are elderly, isolated or disabled either physically or mentally.
  - c) Enhance the quality of life of those who may have restricted mobility.
  - d) Provide through a variety of clubs and outings the opportunity for friendship and fellowship.
  - e) Co-ordinate the activities of those clubs which may from time to time wish to be affiliated to the Association.
4. The Activities of the Association are:
  - a) To promote applications for financial assistance to further the purposes of the Association.
  - b) To undertake fundraising activities to enhance the purposes of the Association.
  - c) To own and operate a bus/buses adapted for the disabled and to make use of this for transport to activities.
  - d) To ensure that the activities of the Association comply at all times with current legislation.
5. The Association has the full range of powers available to a Scottish Charitable Unincorporated Organisation as determined in the Charities and Trustee Investment (Scotland) Act 2005, but these powers can only be used to further the purposes referred to in Clause 3.
6. Members of the Association are the volunteers of the Association.

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7. Liability of Charity Trustees

As an unincorporated organisation individual trustees take responsibility for ensuring the organisation is properly governed and managed: they sign contracts and other legal documents, if appropriate, on the Association's behalf.

8. The Committee

Members of the committee are charity trustees and are responsible for the governance and strategy of the Association including the holding of regular meetings, an annual general meeting and other general meetings as may be required, and the organisation and control of all the Association's activities. Committee members are responsible for monitoring and controlling the financial position of the Association.

- a) The Committee shall consist of no more than fifteen committee members but shall have the power to co-opt additional members as may prove necessary or desirable from time to time.
- b) The Committee may at any time appoint any person to be a committee member - by way of a resolution passed by a majority vote at a committee meeting.
- c) The minimum number of committee members is six.
- d) A committee member who has a personal interest in any arrangement which the Association is proposing to enter into must declare that interest at a committee meeting - before the decision is taken on whether or not to proceed with that arrangement.
- e) A person will not be eligible for appointment to the committee unless he/she is sixteen years or over.
- f) The Committee shall elect annually from its own number a Chair, Vice-Chair, Secretary and Treasurer and any other necessary officers.
- g) All office-bearers will cease to hold office with effect from the end of each financial year but may be re-elected under clause 8f.
- h) A person elected to any office will automatically cease to hold that office if he/she ceases to be a committee member or if he/she signs a notice of resignation from that office and gives it to the secretary.
- i) One third of the Committee shall retire each year in rotation.
- j) Each committee member shall be eligible for re-election.
- k) The Association (and its assets and operations) will be managed by the Committee and the Committee may exercise all the powers of the organisation acting with care and diligence.
- l) A meeting of the Committee at which a quorum is present may exercise all powers exercisable by the Committee.
- m) Strathcare shall have no paid employees but take seriously a duty of care for all the volunteers associated with the organisation.
- n) Committee members, drivers of the Strathcare bus, passenger assistants and helpers associated with Strathcare shall all be termed volunteers.
- o) Occasional expenses may be paid to committee members and volunteers These expenses must be approved by the committee.

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9. Committee Meetings

- a) Any committee member may call a meeting of the committee or ask the secretary to call a meeting of the committee.
- b) At least seven days' notice must be given of each committee meeting, unless (in the opinion of the person calling the meeting) there is a degree of urgency which makes that inappropriate.
- c) No valid decisions can be taken at a committee meeting unless a quorum is present and a quorum at a committee meeting shall be four committee members present in person.
- d) The committee shall meet as often as deemed necessary but not less than four times annually.
- e) Each committee member has one vote which must be given personally.
- f) On any motion the Chair shall have the casting vote if members are equally divided for and against.
- g) The committee may, at its discretion, allow any person to attend and speak at a committee meeting notwithstanding that he/she is not a committee member - but on the basis that he/she must not participate in decision making.
- h) Proper minutes shall be kept for all committee meetings and include the names of those present and be signed by the chair of the meeting.
- i) An Annual Return shall be submitted to the Office of the Scottish Charity Regulator (OSCR) along with the charity's annual accounts.

10. Finance

- a) The Financial Year of the Association will be from 1<sup>st</sup> March to the last day of February the following year.
- b) The signatures of two out of three signatories, who must all be committee members, appointed by the committee are required in relation to all operations (other than lodging funds) on bank and building society accounts held by the Association, with the exception of the current account. This account may be operated using internet banking procedures but must never carry a balance greater than £15,000.
- c) The committee shall keep proper books and records of the Association in accordance with all applicable statutory requirements. Any member may ask to inspect these records by giving 7 days' notice to the Treasurer. The Treasurer must present an up to date statement of account at all committee meetings and must bring bank statements for inspection if required.
- d) The committee shall prepare annual accounts and these shall be scrutinised by an appropriately qualified independent examiner and presented to the Annual General Meeting.

11. Annual General Meeting

An Annual General Meeting shall be held each year within six weeks of the end of the Association's financial year in February. Fourteen days' notice of this meeting will be given to members by publication in the print media circulating in the local area.

12. Extraordinary General Meeting

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The secretary shall, within twenty-one days of receiving a written request so to do, signed by not less than four members, call an extraordinary general meeting at which a quorum shall be ~~fifteen~~ members

13. Property

The title to all and any heritable property which may be acquired by or for the purposes of the Association shall be taken and thereafter stand in the name of the Chair and Secretary as trustees of the association and shall be held by them and their successors for the purposes of the Association as determined by this constitution.

14. Dissolution

If the Association is to be dissolved, the winding-up process will be carried out in accordance with the procedures set out under the Charities and Trustee Investment (Scotland) Act 2005. If the committee members decide by a majority at any time that it is necessary or advisable to dissolve the Association an extraordinary general meeting shall be called giving twenty-one days' notice. If such a decision be confirmed at such a meeting the committee members shall have power to dispose of any assets held by or in the name of the Association. Any assets remaining shall be applied towards charitable purposes for the sole benefit of residents in Crieff and District.

15. Alterations to the Constitution

Any revisions to the constitution must be delivered in writing to the secretary of the Association not less than twenty-one days prior to the date of the Annual General Meeting. This revised constitution must be approved by the members at the Annual General Meeting. This approval must be by two thirds of the members present at the meeting.

Adopted at an Annual General Meeting held on 21<sup>st</sup> March 2016

Chair: Iain Maclean

Secretary: Anne Robertson

Treasurer: Fred Mason