



Registered Scottish Charity No. SC033394

## Constitution

1. **Name of Group:**

The Group shall be known as **Friends of Cammo** (referred to hereinafter as the **Friends**).

2. **Objectives:**

The objectives of the **Friends** shall be:

- (a) To preserve and enhance the amenity of Cammo Estate for the benefit of the public and;
- (b) To advance the education of the public in the scenic, historical, architectural, landscape and ecological qualities of the said Estate.

In furtherance thereof but not otherwise the **Friends** shall:

- (i) Liaise with the land managers, for the time being the City of Edinburgh Council and;
- (ii) Seek to provide all relevant facilities.

3. **Powers:**

The **Friends** shall:

- (a) Do all such lawful things as are incidental or conducive to the attainment of the foregoing objectives.
- (b) Cause to be prepared and printed or otherwise reproduced and circulated, free of charge or for payment, such papers, books, periodicals, pamphlets or other documents and films, or recorded matter as shall further the objectives.
- (c) Promote and carry out or assist in promoting and carrying out research, surveys and investigations and where considered appropriate, publish results.
- (d) Bring together in conference and work in liaison with representatives of voluntary organisations, government departments, local and other statutory authorities and individuals.
- (e) Engage and pay fees to professional and technical advisers and consultants to assist in the work of the **Friends**.
- (f) Sell, let, grant security over, dispose of or turn to account all or any of the property or assets of the **Friends**.
- (g) Borrow or raise money for the objectives and accept gifts on such terms and on such security as shall be deemed appropriate.
- (h) Raise funds and invite and receive contributions from any person or persons by way of subscriptions, grant, or otherwise.

4. **Membership:**

Membership is open to anyone who supports the foregoing objectives, subject to approval of the Management Committee and payment of the annual subscription.

5. **Subscriptions:**

The amount of each year's subscription shall be determined at the Annual General Meeting.

6. **Office Bearers and Committees:**

The **Friends** shall be directed by a Management Committee of up to six members elected at the Annual General Meeting. The Management Committee, consisting of a Chairman, Secretary, Treasurer, and up to three other elected members, shall have powers to co-opt members, and to set up sub-committees as required. A quorum of 3 will be required for Management Committee meetings.

7. **Annual and other General Meetings:**

- (a) **Annual General Meeting.** The AGM shall be held in March each year, after giving 21 days notice to all members. At the AGM, the Annual Report and audited financial statement shall be presented, office bearers and Management Committee shall be nominated and elected, and other relevant business conducted.
- (b) **General Meetings.** At least four general meetings (including the AGM) shall be held in each calendar year. An Extraordinary General Meeting may be called by the Management Committee giving members at least 7 days notice, and details of the business to be transacted. On receipt of a written demand from at least one quarter of the membership, the Management Committee must call an Extraordinary General Meeting within 30 days, giving members at least 7 days notice.

8. **Procedures:**

- (a) **Records.** The Secretary will keep adequate written records of all meetings, projects, and events. Minutes of all General Meetings (including AGM) will be retained in a folder in Cammo Lodge, for the perusal of any interested parties. A Newsletter will be circulated to all members.
- (b) **Voting.** Decisions shall be made by a simple majority of those present and eligible to vote. The Chairman shall have an additional vote, if required, in the event of a tie.

9. **Financial Arrangements:**

- (a) **Disposal of Funds.** All funds raised shall be used for furthering the objectives of the **Friends**. Members' expenses shall be reimbursed after approval by the Management Committee. No individual shall derive financial benefit from membership.
- (b) **Financial Records.** The Treasurer shall keep full financial records and statements.
- (c) **Annual Independent Examination.** The accounts shall be independently examined annually before presentation to the AGM.
- (d) **Bank Account and Authorisation of Payment.** Bank accounts shall be operated as necessary. Three members of the Management Committee to be authorised signatories. Two of such members' signatures to be required for each cheque or withdrawal.
- (e) The financial year shall run from 1<sup>st</sup> January to 31<sup>st</sup> December.

10. **Amendments to the Constitution:**

Amendments to this Constitution may only be made if approved by two thirds of members present at a General Meeting. Members must be given at least 21 days notice of any proposed alteration.

11. **Dissolution:**

In the event of the dissolution of the **Friends**, any assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed among the members of the **Friends**, but shall be given or transferred to a recognised charitable organisation(s) having objectives similar to those of the **Friends**.

Adopted at Extraordinary General Meeting on 25<sup>th</sup> Day of June 2002

Douglas Seale

(Chairman)

61 Cramond Avenue

Edinburgh

EH4 6ND

Harry Taylor

(Secretary)

10 Cammo Parkway

Edinburgh

EH4 8EP

Amended on 8<sup>th</sup> March 2006 - (Section 8 (a) Records)

Amended on 4<sup>th</sup> June 2013 – (Section 9(c) changing Audit to Independent Examination)