



CONSTITUTION

1. Aims and Objectives of the Association

1.1 To promote Alston Moor and its surrounding areas on business and tourism related matters, and represent the interests of the Alston Moor business community.

1.2 To carry out a range of activities aimed at strengthening and improving the local economy of Alston Moor and its surrounding areas.

1.3 To support local businesses by acting as a platform to put forward the views of members to local/national authorities and to receive information from same.

1.4 To create a network of businesses and community members by holding regular meetings or events which can be informative and/or social.

1.5 To receive and distribute information relating to business gleaned from members, external information sources etc.

1.6 To represent the majority of members' wishes on issues relating to Alston Moor in meetings and discussions e.g. business rates, parking etc.

1.7 To be a forum for talks, conferences and exhibitions in relation to aspects of business.

2. Membership Criteria

2.1 Members shall be any commercial business, social enterprise, community interest company or similar organisation, based within the Parish boundaries of Alston Moor, Knarsdale with Kirkhaugh, or in the postcode area CA9.

2.2 Individuals who were operating an entity meeting the criteria at 2.1 which has ceased trading or changed ownership (e.g. through retirement) may be a member, so long as the entity was an AMBA member at the time of cessation.

2.3 The Committee may allow any other membership applications on merit e.g. because of relevant business experience.

2.4 One business membership under 2.1 will result in one voting right at meetings from that business (on each item requiring a vote). In cases where an individual is a member under 2.2 or 2.3, that individual also has one voting right.

2.5 The membership of any AMBA member may be terminated for good reason by the AMBA Committee. The member has the right to be heard by the Committee before a final decision is made.

3. Officers and Committee of the Association

3.1 The officers will comprise the following elected positions: Chair, Vice Chair, Secretary, and Treasurer.

3.2 The committee will have up to 6 elected other members.

3.3 The committee can be increased at any time by co-opting members to serve on it until the following AGM.

3.4 A quorum for committee meetings should comprise of a minimum of three including at least two officers.

3.5 Officers and committee members will be appointed at the AGM and will hold office until the following AGM.

3.6 An officer should not normally hold their position for more than three years. This guideline may be waived if no replacement is forthcoming and the officer wishes to remain in the role with the support of the majority of the committee, whereby if any new nomination is proposed then an election will be held.

3.7 Committee members will be deemed to have resigned if they miss 4 consecutive meetings without due cause and/or without sending apology for absence to the secretary.

3.8 Resignations of officers during their year of office can be accepted by the committee who will appoint a successor as soon as is practicable.

4. Definition of Alston Moor and its surrounding areas.

4.1 Within the Parish boundaries of Alston Moor, Knarsdale with Kirkhaugh, or in the postcode area CA9.

5. Membership Fees

5.1 The annual fee payable for the forthcoming year will be determined at the AGM following a prior recommendation from the committee.

5.2 Fees shall be due at the AGM to the Treasurer, or by 31 March. If not received during this time, members will be deemed to have resigned.

5.3 No fees can be refunded.

5.4 Payment of the membership fee gives the right to one vote (for each voting matter) at any meeting.

6. Expenses

6.1 Committee, and sub-committee members, may apply for reimbursement of any reasonable expenses incurred on AMBA business.

7. Motions and Resolutions

7.1 Any changes to the constitution must be put in writing to the Secretary 14 days prior to the AGM to allow 10 days circulation to all members.

7.2 Any motion, resolution, constitutional change or decision put to an AGM or EGM can only be carried with a 51% majority derived from members present including officers and committee.

7.3 The officers and committee can make decisions affecting the Association at meetings only attended by officers and committee members as long as: A quorum exists and the decision is passed by 51%. All decisions taken must be ratified or notified to members at the AGM, although decisions concerning allocation of funds cannot be reversed, Chairman has the casting vote.

7.4 Committee members who are unable to attend a committee meeting may cast a proxy vote on motions or issues where deemed applicable. Such motions or issues are those that are deemed so by the Officers and agreed as such by a majority vote. Where there is no majority the Chair has the casting vote. Proxy votes are to be received by the Secretary verbally or in writing no later than 6 hours prior to the commencement of the committee meeting.

8. AGMs and EGMs

8.1 All members must be notified at least 21 days prior to the meeting being held and details of venue, time and agenda should be included.

8.2 Annual General Meetings (AGMs) and Extraordinary General Meetings (EGMs) may be called by a majority of committee or a request signed by 10 members of the Association.

9. Funds

9.1 The Treasurer must keep accurate details of all income and expenditure during their period of office, and also report the financial position at all committee meetings or in writing.

9.2 The Treasurer will prepare an annual set of accounts to be checked an auditor. The Auditor will be appointed or re-appointed at the AGM. The person does not have to be formally qualified, but should have a reasonable knowledge of accounting procedure. The Committee will co-opt an auditor if no-one is available at the AGM.

9.3 The Treasurer will make accounts available on request prior to the AGM (by any member) and at the AGM.

9.4 Application of income – the income and assets of the organisation can be used only for the furtherance of the organisation's objectives and that no part of it shall be paid or transferred directly or indirectly by way of bonus or other distribution to the members of the organisation.

9.5 The annual accounting and membership year end will be 31st December.

10. Officers

10.1. To be nominated by at least two members who have been so for a minimum of 4 months, said officer must be willing to accept office.

10.2. Officers and committee members' names can be circulated prior to the AGM, or nominated from the floor of the AGM, and must be proposed and seconded and willing to accept office for 12 months.

11. Dissolution

11.1 The Association may at any time be dissolved by a resolution passed by a two-thirds majority of those present and voting at a meeting of which at least 21 clear days' notice shall have been sent to all members. Such resolutions shall include transfer of resources to some other association on Alston Moor having similar objectives, after disposal of debts and liabilities.