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## PERTSHIRE HIGHLAND GAMES ASSOCIATION

### CONSTITUTION

**1. Name and Date of Commencement**

The association shall be called Perthshire Highland Games Association (hereinafter referred to as the Association) and shall be constituted from 29 November 2004.

**2. Aims and Objectives**

The Association is a non-profit making organisation whose overall aim is to promote and enhance Highland Games held in Perthshire.

The Association's main objectives shall be to –

- Support and assist the organisation and promotion of Highland Games in Perthshire.
- Encourage and facilitate joint working between Highland Games in Perthshire.
- Increase public interest in and attendance at Highland Games in Perthshire.
- Represent and lobby on behalf of the interest of Highland Games organisers in Perthshire.

**3. Membership**

Membership of the Association shall be open to all bodies involved in organising, supporting and promoting Highland Games in Perthshire.

**4. Management**

4.1 The Members of the Association shall elect up to three Office Bearers - a Chair, Secretary and Treasurer - at an Annual General Meeting. If any of these posts should fall vacant after such an election, the remaining Office Bearers will have the power to co-opt a replacement until the next AGM.

4.2 The Office Bearers shall meet as often as required to make and execute such decisions as are necessary in implementing the aims and objectives of the Association. The Office Bearers shall report all their activities to the Annual General Meeting and shall account to the Annual General Meeting in accordance with article 6.4

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## **5. Rules of Procedure at Meetings**

### **5.1 Annual General Meeting**

5.1.1 General meetings of the Association shall be held Annually. Not more than fifteen months shall elapse between the date of one Annual General Meeting and the next.

5.1.2 Each Annual General Meeting shall conduct the following business –

- Approve the minutes of the previous year's AGM
- Receive reports from the Chair and the Secretary
- Receive a report from the Treasurer and approve the annual accounts
- Elect the Office Bearers
- Consider changes to the Constitution
- Deal with relevant business

### **5.2 Extraordinary General Meetings**

An Extraordinary General Meeting shall be called by an application in writing to the Secretary supported by at least one half of the Association membership. The Office Bearers shall also have the power to call an Extraordinary General Meeting.

### **5.3 Notices**

At least fifteen days notice shall be given to all members of any General Meeting.

### **5.4 Voting**

5.4.1 Each member shall have one vote, which must be given in person.

5.4.2 With the exception of changes to the Constitution, decisions put to the vote shall be resolved by a simple majority of the members at General Meetings.

5.4.3 The Chairman as well as his/her vote shall have a casting vote in cases of equality.

### **5.5 Quora**

The quorum at General Meetings shall be the presence of at least one third of all Members of the Association.

### **5.6 Changes to the Constitution**

5.6.1 Any change to the Constitution shall require a two-thirds majority of all those present and eligible to vote at a General Meeting.

5.6.2 Notice shall be given to all voting members of any General Meeting as specified in section 5.3 and then any proposal to change the constitution shall be submitted in writing to the Secretary at least seven days prior to the meeting.

5.6.3 All proposals for changes to the Constitution shall be signed by two members eligible to vote at a General Meeting.

6. **Finance**

6.1 Members shall pay an annual subscription to the Association by 30 March each year. The amount will be decided by majority vote at the Annual General Meeting.

6.2 All money raised on behalf of the Association shall be paid into a deposit account or current account at a bank to be agreed by the Office Bearers.

6.3 All cheques shall be signed by two of the three Office Bearers.

6.4 The Treasurer will be responsible for the preparation of the annual accounts of the Association, which shall be presented at the Annual General Meeting.

7. **Bye-laws**

The Office Bearers shall have the power to publish and enforce such bye-laws as the Membership feels necessary to govern the activities of the Association.

8. **Dissolution**

The Association may be dissolved if two-thirds or more of the Members so desire, by their giving three months notice in writing to the Chair of the Association.

In this event the liabilities of the Association shall be discharged and the residuary assets distributed to a recognised charitable body.

Signed (Chair)

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Signed (Secretary)

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Signed (Treasurer)

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Date: 29 November 2004