**BLAIRGOWRIE & RATTRAY**

**BUSINESS ASSOCIATION**

**CONSTITUTION**

**1 Name**

The name of the Group shall be the Blairgowrie & Rattray Business Association

(hereinafter called "The Association" ).

**2 Objects**

The objects of the Association shall be:

(a) To promote the success, wellbeing and prosperity of members and retain and grow a vibrant high street, town centre and business community within the locality of Blairgowrie & Rattray (hereinafter called “The Town”)

(b) To co-operate, liaise and consult with members, non-members and other organisations on any matters which may be of interest and of benefit to members and the town.

**3 Membership**

(a) Eligibility. Membership shall be open to any business operating within the locality of the Town and the surrounding area. Eligible businesses should nominate up to 2 representatives to act as point of contact for the Association.

(b) Invitation. Members are encourage to make contact with new businesses within the town and any businesses that are currently not members to ensure those businesses are aware of the Association and how to join. Membership information will be provided on the Association’s website and will be available from the Secretary.

(c) Membership Fees. Fees will be set at the AGM in March and will be payable by members annually at the start of the new Business Year (February). Reminders to pay will be sent via email wherever possible.

(d) Cessation of Membership. Members can leave at any time by informing the current secretary. In the unlikely event of a complaint being lodged by one member against another, the committee majority vote will determine whether action should be taken to cease membership for whatever reason.

**4 Financial Year**. The Association’s financial year shall end on 31st January.

**5 Committee**. The management of the Association shall be vested in the committee duly elected at each AGM as follows:

President (normally to have served for a year on the committee prior to taking office)

Vice President

Secretary

Treasurer

Up to 7 ordinary members elected at the AGM.

Five shall form a quorum. The Committee shall be made up from no less than 75% from businesses within the Blairgowrie & Rattray town boundary.

**6 Annual General Meeting**

(a) Once in each year, in the month of March, the Committee shall convene an Annual General Meeting of the Association which all members shall be entitled to attend, for the purpose of receiving the Annual Report and Accounts of the Committee, of electing members of the Committee and of appointing an auditor, or auditors.

(b) Not less than 7 days notice of the Annual General Meeting shall be posted in conspicuous place or places in the neighbourhood and may be advertised in a newspaper circulating in the neighbourhood.

(c) An Extraordinary General Meeting shall be called at the written request of at least five members. The secretary shall send out calling notices within one week of receipt of such a written request giving at least 21 days notice of the meeting.

(d) The committee shall meet as required, normally monthly and not less than 4 times per year.

**7 Rules of Procedure at all Meetings**

(a) Voting - All questions arising at any meeting shall be decided by a majority of those present and entitled to vote thereat. In the case of equality of votes the Chairperson of the meeting shall have a second or casting vote.

(b) Minutes - Minutes shall be kept by the Association and the Secretary shall enter therein a record of all proceedings and resolutions.

**8** **Bank Accounts**

a) The Association shall hold 2 bank accounts:

Main Association Account.

Youth Fund Account.

b) The main account will use internet banking allowing instant transfers to be made. Control will be via 2 person authorisation as agreed at the AGM.

c) The Treasurer shall keep proper accounts of the finances of the Association and shall pay all monies not immediately required into an account in the name of the Association at the Royal Bank of Scotland, Blairgowrie or such other Bank or Building Society as shall be determined by the Committee.

d) The accounts shall be audited at least once a year by auditor/s who shall be appointed at the Annual General Meeting.

**9 Dissolution**. The Association shall not be dissolved unless by a resolution of a two-thirds majority of members present and voting at a special General Meeting called for the purpose.

**14 Alterations to the Constitution**

(a) This constitution will be agreed at the AGM. Any alterations must be agreed at an AGM or at a Special General Meeting for which not less than 21 days notice has been given to members.

**This Constitution was adopted as the Constitution of the Blairgowrie & Rattray Business Association on:**

**.......................................................**

We certify this as a true copy of the Constitution

Signature..............................................Name.......................................................

Address....................................................

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Office Held..............................................

Signature............................................ Name.......................................................

Address....................................................

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Office Held..............................................