

PRESTONPANS CHILDREN'S GALA CONSTITUTION



NAME

The organisation will be known as Prestonpans Children's Gala

AIMS

The aim of the organisation is to continue in the traditions of holding a Children's Gala Day and other events/activities for the benefit of the community of Prestonpans.

POWERS

To further these aims, the Committee will have power to: -

- ✚ Obtain, collect, and receive money or funds by way of contributions, donations, grants, and any other lawful method towards the aims of the group.
- ✚ Associate local authorities, voluntary organisations, businesses, and residents of Prestonpans in collective effort to conduct the aims of the group
- ✚ Do all such lawful things as will further the aims of the group with a potential increase of up to 5% year on year. Any deviation from this is subject to full Committee agreement
- ✚ Agree to pay bands which participate in the Gala Parade a capped fee of £450 with a potential increase of 5% year on year. Any deviation from this is subject to full Committee agreement.

MEMBERSHIP

- ✚ The Committee shall have the power to approve or reject applications for membership or to terminate the membership of any member, provided that the member shall have the right to be heard by the Committee before a final decision is made
- ✚ Any member of the Committee who fails to attend three consecutive meetings without a reasonable excuse, may be asked to leave the Committee
- ✚ The Committee will need to adhere to the principles of Data Protection, as detailed in the Data Protection Act 2018 (the national law which complements the European Union's General Data Protection Regulation (GDPR) and replaces the Data Protection Act 1998).
- ✚ Members will be able to attend the AGM and have a vote.

OFFICE BEARERS

- ✚ The Office Bearers are elected annually at the Annual General Meeting (AGM) and shall manage the group
- ✚ The Committee shall consist of a Chair; Vice Chair; Secretary; Treasurer; Gala Convenor; Vice Gala Convenor; Minute Secretary and other voting members
- ✚ The Committee shall meet at least once every calendar month, except for the month of August where no meetings will be held
- ✚ At least ***five*** Committee members must be present at a committee meeting to be able to make decisions, one of which must be an office bearer
- ✚ A proper record of all transactions and meetings will be kept (minutes)
- ✚ When you are part of Prestonpans Children's Gala Committee, you cannot be a member of any other Gala Committee. Any other gala approaching a member of the committee must take any concerns/feedback back to the Committee.

GENERAL MEETINGS

- ✚ An Annual General Meeting (AGM) shall be held within 12 months of the date of the adoption of this constitution and each year thereafter.
- ✚ Notices of the AGM shall be published three weeks beforehand and a report of the group's financial position for the previous year will be made available at the same time
- ✚ A special General Meeting may be called at any time at the request of the Committee, not less than ***ten*** of the membership. A notice explaining the place, date, time, and reason for the meeting shall be sent to all members where possible two weeks beforehand
- ✚ One third of the membership or ***four*** members being present, whichever is the greater, shall enable a General Meeting to take place
- ✚ Proposals to change the constitution must be given in writing to the Secretary at least 28 days prior to a General Meeting and approved by a two thirds majority of those present and voting
- ✚

GROUP ADDITIONAL INFORMATION

Social Media

The use of social media to further promote and advise of any events etc will be undertaken by means of the official Gala pages which are administered on behalf of the Committee

- ✚ Any matters arising between meetings which need to be discussed, may be discussed privately (group chat) and not in the public domain
- ✚ The Committee will not accept or tolerate the use of derogatory or offensive comments being written on such sites.

Judging of Houses

- ✚ Any member of the Committee except for the Royal Court can, if they wish, decorate their house for the Gala Week

- ✚ **ALL** Committee members (except Royal Court) wishing to enter the judging competition, must notify the Secretary in writing, supplying names and addresses, at least 2 weeks prior to the start of Gala week.

Royal Court

- ✚ All children must reside in Prestonpans with an EH32 9?? postcode to be eligible for election, children do not need to attend any of the Prestonpans schools. Proof of abode may be required.
- ✚ Election of Royal Court positions will take place on a date, time, and venue the Committee deem fit
- ✚ All children who wish to be elected ***must*** be present at the time of the draw ***and be accompanied by a parent or guardian***
- ✚ Parents/Guardians of elected children must commit to the aims of the Gala including helping with/contributing to fundraising
- ✚ Failure to adhere to the notes given in the Royal Court Welcome Pack may result, at the discretion of the Committee, to any child being removed from the Gala and a reserve being offered to take their place
- ✚ At the discretion of the Committee, medical reasons will be considered

ACCOUNTS

The funds of the group, including all donations, contributions, and bequests, shall be paid into an account operated by the office bearers.

- ✚ All cheques drawn on the account must be signed by at least two office bearers
- ✚ The funds belonging to the Gala shall be applied only to further the aims of the group
- ✚ A current record of all income, funding and expenditure will be kept

Charitable Status

The organisation is registered with OSCR (The Scottish Charity Regulator) and will submit annual accounts to the governing body.

Beneficiary Groups

Children / young people, or for the benefit of the whole community

DISSOLUTION

- ✚ The group may be dissolved by a resolution passed by a simple two thirds majority of those present and voting at a Special General Meeting
- ✚ If confirmed, the Committee shall distribute any assets remaining after the payments of all bills to other charitable group(s) or organisations having aims similar to the group or some other charitable purpose(s) as the group may decide.

Name of ChairAllan Sneddon.....

SignatureA Sneddon..... Date09/01/2024.....

Name of SecretaryGraeme Hutchison.....

SignatureSecretary..... Date09/01/2024.....

Name of TreasurerElaine Anderson.....

SignatureC Elaine Anderson..... Date09/01/2024.....