**CRAIGENTINNY ALLOTMENT ASSOCIATION**

**CONSTITUTION [Articles of Association]**

**NAME**

1. The name of the organisation shall be the Craigentinny Allotment Association (and in this constitution it is referred to as ‘the Association’.

**PURPOSES**

1. The purpose of the Association shall be:

	1. To represent and promote the interests of plotholders at Craigentinny Allotments, Findlay Gardens, Edinburgh, EH7 6HQ, such as to enhance their experience of allotment gardening at Craigentinny Allotment Site.
	2. To foster good relations with residential neighbours and local statutory and non-statutory bodies.
	3. To promote a greater understanding of allotment gardening among the local community and beyond.

**POWERS**

1. The Association and its Committee shall have the power to do all such things as are lawful in order to further the purposes of the Association.

**MEMBERSHIP**

1. Membership shall be open to plotholders as named on the missives of let issued by the City of Edinburgh Council who have paid the current year plot rental to the Council.
2. Acceptance of any person into membership of the Association shall be at the discretion of the Committee. The Committee shall have the right to refuse or terminate membership of any person where it believes there are reasonable grounds for doing so, provided that any person whose membership is subject to refusal or termination under this clause shall have the right to be heard by the Committee before a final decision is made.
3. A person may resign her or his membership of the Association at any time by giving written notice to the Committee.

**RIGHTS AND VOTE OF MEMBERS**

1. All members shall have the right to receive not less than 7 (seven) days’ notice of general meetings of the Association (with an agenda) and to attend, speak and vote at such meetings.
2. Subject to the exception of Clause 14, all members shall have one vote, which may only be used in person at general meetings.
3. All members aged 18 (eighteen) or over shall have the right to stand for and hold office as a member of the Committee and the right to nominate any other member for such a position.

**GENERAL MEETINGS**

1. The Association will hold an Annual General Meeting (AGM) in each calendar year, and there will be no more than fifteen months between one AGM and the next. At the AGM, the Committee shall be elected and all other business that is normally the subject of an Annual General Meeting shall be conducted.
2. An extraordinary general meeting may be called at any time by the Committee and shall be called if the Committee receives a request to do so signed by at least 4 (four) members of the Association and stating the nature of the business to be discussed.
3. The Chairperson shall preside over general meetings of the Association. In the absence of the Chairperson, the Committee shall choose another member of their number to preside over the meeting.
4. Subject to the exceptions of Clauses 27 and 28 of this constitution, all business at general meetings shall be decided by a simple majority of votes. In the event of an equality of votes, the Chairperson, or whoever is presiding over the meeting, shall have a second, casting vote.

**COMMITTEE**

1. The Committee shall consist of the officers of Chairperson, Treasurer and Secretary nominated and elected at the Annual General Meeting.
2. At the first and every subsequent Annual General Meeting all members of the Committee shall retire from office but, subject to clause 17, shall be eligible for re-election.
3. Committee Members may serve five consecutive terms after which there must be a break of at least one year before they are eligible to be re-appointed to the Committee.
4. The Committee may appoint any member aged 18 (eighteen) or over to fill any vacancy among its number that arises between one Annual General Meeting and the next.
5. A member of the committee may resign his or her office in writing to the Committee.

**FINANCES**

1. The Association shall operate a bank or building society account in the name of the Association and all money belonging to the Association shall be paid into the account.
2. All payments must be made from the account by the Treasurer or the Secretary , who have been authorised by the committee to do so.
3. The Treasurer shall be responsible for maintaining correct books of accounts and for preparing and presenting statements of account to each general meeting of the Association.
4.
5. The Association shall comply with the conditions of any funding body from which it receives a grant or other form of payment and shall prepare financial statements, reports and evidence of expenditure as required.

**ALTERATIONS TO THE CONSTITUTION**

1. This constitution may be altered by a resolution passed at a properly convened general meeting by not less than two thirds or those present and voting in favour. All members of the Association shall be entitled to receive details of any proposed alteration to the constitution before a vote is taken.

**DISSOLUTION**

1. The Association may be dissolved by a resolution passed at a properly convened general meeting of the Association called specifically for the purpose, at which not less than two third of those present vote in favour.
2. In the event of the dissolution of the Association being agreed, any assets of the Association remaining after settlement of all proper debts shall be transferred or donated to another organisation having similar objects to those of the Association or, if this is not possible, shall be applied to some other appropriate charitable purpose, in either case located within, and contributing to, the local community