

Down Academy Pipes and Drums

CONSTITUTION

1 Name

The group shall be known as Down Academy Pipes and Drums (hereinafter called the Group).

2 Aims & Objectives

2.1 The Group is established to:

- a) Provide a local Ulster-Scots Musical and Educational resource,
- b) Promote and preserve the culture and heritage of the Ulster Scots community & their tradition with regard to all forms of Ulster Scots activity,
- c) Promote cultural confidences and civic pride, and bolster the morale of our Local Ulster Scots community and harness the talents of our people.

2.2 In furtherance of these objectives the Group shall endeavour:

- 1) To organise or assist in organising meetings, lectures, exhibitions, events and activities consistent with the objectives of the Group.
- 2) To provide facilities for the enjoyment of and the participation in Ulster Scots Culture its Traditions, and Visual Arts and other activities of a cultural nature.
- 3) To prepare or assist in the preparation of written, audio or video material which records or explains the culture, history or tradition of the local people.
- 4) To co-operate to such an extent as may be necessary with voluntary and statutory bodies and inhabitants of the area of benefit so as to advance the said objectives.
- 5) To raise funds by way of donations, contributions and any other lawful means.
- 6) To do all such other lawful things as may advance the above aims and objectives.

3 Membership

3.1 There shall be two classes of membership:

- 1) Those whom the Group deem to be fully in agreement with the aims and objectives of the Group and who shall be known as full members
- 2) Those who wish to be associated with the Group on a project basis who shall be known as associate members.

3.2 The Group shall have the authority to terminate for good and sufficient reason the membership of any member, provided that any member so affected shall have the

right of notice of the Group intentions and to be heard by the Group before a decision is reached.

4 Structure

- 4.1 Except as provided otherwise in this constitution the policy and affairs of the Group shall be directed by the Group meeting not less than six times a year and consisting of Chairperson, Vice-Chairperson, Secretary, Treasurer and at least three other members.
- 4.2 The Office-Bearers of the Group shall be elected by those who are full members of the Group at and according to such procedures as may be described at the Annual General Meeting. The Group may make the rules for the frequency, conduct and quorum of their meetings and appoint any sub-committees and direct them as to their duties (any such sub-committees shall regularly report on its work to the Group).

5 Meetings

- 5.1 Not later than 31st April in each year shall there be an Annual General Meeting of the Group of which no less than 14 days notice shall be given to all members.
- 5.2 The business of the AGM shall include:
- 1) Consideration of a report of the activities of the Group and of an Annual Statement of Accounts for the preceding year ending on 31st December
 - 2) Election of officers
- 5.3 Ordinary General Meetings shall be convened after 7 days notice to the membership and the business shall include:
- 1) Any matter relating to the policy and objectives of the Group.
 - 2) Reports by officers or sub-committees
- 5.4 Extra-Ordinary General Meetings shall be convened either by decision of the Office bearers or upon the written request of not less than half the members of the Group, who state the reasons for the request. At least 14 days notice shall be given of an Extra-Ordinary General Meeting and the business to be considered shall be specified.

6 Rules of Procedure at all Meetings

6.1 Subject to the provision of clauses 8 & 9 all questions arising at any meeting shall be decided by a simple majority of those present and entitled to vote at it. In the case of a tied vote, the Chairperson shall have a second casting vote

6.2 The quorum of meetings shall be one third of the voting membership entitled to attend the meeting

6.3 The Group and any sub-committee shall keep minute books and the appropriate Secretary shall enter in them a record of all proceedings and resolutions

7 Finance

7.1 All monies raised by or on behalf of the Group shall be applied to further the objectives of the Group and for no other purpose

7.2 The Treasurer shall keep proper account of the finances of the Group and will be responsible for producing an Annual Statement of Accounts for the preceding year ending on 31st December.

7.3 A bank account shall be opened in the name of the Group; in a bank as agreed by the committee.

- 1) The Chairman and Treasurer and two other members shall be authorised to sign cheques on behalf of the Group.
- 2) All cheques to be signed by not less than two of the Four authorised signatories, provided that neither signatory is related to the other.

8 Alterations to the Constitution

8.1 Alterations to this constitution shall receive the assent of not less than two-thirds of the members of the Group present and voting at a meeting especially called for that purpose, under the rules for an Extra-Ordinary General Meeting.

8.2 No alteration shall be made which would cause the Constitution to cease to be a charity at law.

9 Dissolution

9.1 If the Group by a simple majority decide at any time that on the grounds of expense or otherwise it is necessary or advisable to dissolve the Group, they shall call a meeting of all members of the Group, who have the power to vote, of which meeting no less than 21 days notice shall be given.

9.2 If such a decision shall be confirmed by a simple majority of those present and voting at such a meeting the Group shall have the power to dispose of any assets held by or in the name of the Group.

9.3 Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable institution having objectives similar to the objectives of the Group as the Group may decide.

10 Indemnity

10.1 The Group shall indemnify and keep indemnified every officer, member, volunteer and employee of the Group from and against all claims, demands, actions and proceedings (and all costs and expenses in connection with its activities, the actions of its officers, members, volunteers or employees, or in connection with its property and equipment but this indemnity shall not extend to liabilities arising from willful or individual fraud, wrongdoing or wrongful omission on the part of the officer, member, volunteer or employee sought to be made liable) The Treasurer shall effect a policy of insurance in respect of this indemnity.

This constitution was adopted by:

Down Academy Pipes and Drums
at a meeting of the Management Group on:

22-9-2018

(Date)

Signed:

Eric McGaw.

(Chairperson)

