

# The Birnam to Ballinluig A9 Community Group

Constitution v1.0

26/08/16

## 1. NAME

The name of the organisation shall be "The Birnam to Ballinluig A9 Community Group" (hereinafter referred to as "The Group")

## 2. AIMS

The aim of the Group is to involve the community, and reflect their views as much as possible, in working constructively with Transport Scotland and other key stakeholders, including the concerned Community Councils, to help the community achieve the following outcomes in relation to the A9 Dualling Project sections between Pass of Birnam and Tay Crossing and Tay Crossing and Ballinluig.

- a. Conserve and enhance the distinctive culture, history, landscape, ecology, environment, economy and community of the area
- b. Avoid and minimise effects on communities and individual households through detrimental noise, air quality and human impacts
- c. Enhance community safety and the quality of life for people and families in the community, retaining this area as a vibrant and popular place to live
- d. Enhance long term sustainable economic growth and retain as a positive visitor experience
- e. Retain the overall integrity of the area
- f. Maximise any other opportunities for community gain that may arise through the A9 Dualling Project

In pursuit of these outcomes the Group's key activities will be to:

- a. Involve and engage the community in the A9 Dualling Project, in the sections outlined above (ensuring as wide a range of views as possible are represented, particularly in communications with Transport Scotland and their agents).
- b. Engage with Transport Scotland and their agents and statutory consultees in relation to their proposals for the A9 project, particularly in relation to alignment, design options, impacts and proposed mitigation.
- c. Engage with elected representatives (councillors, MSPs, MPs, MEPs), government, other statutory bodies and other stakeholders in relation to the A9 proposals.
- d. Feed back views and constructive ideas on the A9 Dualling Project from the community and provide formal responses, where required, to DBCC, Transport Scotland and its agents and other Statutory Consultees on aspects relating to the A9 Dualling Project in this area.
- e. Engage with neighbouring communities on the issues faced in A9 Dualling and application of ideas to mitigate the impact.
- f. Develop and promote ideas for community gain in the A9 Dualling Project.

### **3. MANAGEMENT**

The Group may make rules and guidelines governing its activities and ways of working. The Group may establish Sub-Groups to address specific issues, clearly defining each Sub-Group's role and remit. The Group will review its structure and approach as and when required.

### **4. MEMBERSHIP**

The Group will be open to local residents in but not restricted to the area of the Dunkeld and Birnam Community Council. The intention is for the Group to be inclusive to represent a wide range of views and to garner assistance from as many people as possible.

### **5. OFFICE BEARERS**

The office bearers shall consist of:

- a) Coordinator
- b) Deputy Coordinator
- c) Secretary
- d) Treasurer

and shall be elected at the Annual General Meeting (or at an inaugural meeting called for the purpose). In the event of an office bearer standing down during the year a replacement shall be elected by the next ordinary meeting of the members of the Group.

### **6. COMMITTEE**

The day to day work of the Group shall be coordinated by a Committee consisting of the following:

- a) 4 office bearers
- b) the Coordinators of the Sub Groups
- c) any coopted members at the discretion of the Committee

The Committee will meet as necessary and not less than four times a year.

### **7. MEETINGS**

The Group will meet on a regular cycle of 6 weeks and can increase or reduce frequency when the issues in hand require. The Group will set out the frequency of Sub-Group meetings in their terms of reference.

Chair: The Coordinator, whom failing the Deputy Coordinator, shall preside at all meetings of the Group. In the absence of both the Coordinator and the Deputy Coordinator those present at the meeting shall appoint one of the members to take the Chair.

Quorum: The quorum for a meeting of the Group and for the AGM shall be 15.

AGM: The Annual General Meeting of the Group shall be held in May each year, with at least 21 days notice given to all members in writing. Nominations for office bearers may be made to the Secretary before the meeting or at the meeting.

Special General Meeting : A Special General Meeting of the Group shall be held if requested by a 2/3<sup>rd</sup> majority of the Committee or by 10 members of the Group by letter to the Secretary duly signed by said members. Any Special GM shall be held within 28 days of receipt of the request by the Secretary, with at least 21 days notice given to all members in writing.

Voting: While the Group will seek to make decisions by consensus, where necessary voting shall be on the basis of one vote per member present. The Coordinator or person presiding at any meeting shall have a casting vote as well as a deliberative vote. Voting shall be by a show of hands and by a simple majority unless otherwise specified elsewhere in the Constitution.

## **8. TREASURER**

- a. The Treasurer shall be responsible for advising the Group on all financial matters affecting the Group's activities.
- b. All monies due and accruing to the Group shall be paid over to the Treasurer who will be solely responsible for all disbursements in furtherance of the aims of the Group as described.
- c. All cheques drawn on the Group's bankers shall be signed by the Treasurer and one other office bearer.
- d. The bank account of the Group shall be kept with such bank as the Group decides.

## **9. ACCOUNTS**

The Group shall cause proper books of Accounts to be kept with respect to:

- a) all sums of money received and expended by The Group and the circumstances in respect of which receipts and expenditure occur;
- b) any property, credits, assets and liabilities of The Group

The books of Account shall be kept by the Treasurer and shall always be open to the inspection of members of the Group.

The Treasurer shall present to the Group at the AGM a proper Income and Expenditure Account for the year ending 31 March prior to the meeting together with a proper balance sheet made up as at the same date.

## **10. INDEPENDENT EXAMINATION**

At least once a year the Accounts of the Group shall be inspected, and correctness ascertained, by an examiner independent of the management and administration of the Group.

## **11. WINDING UP**

The Group may only be wound up by resolution carried by a majority of two thirds of those present and voting at an AGM or Special General Meeting of the Group called for the purpose. In the event of the Group being wound up all of its funds shall be handed over to a community organisation or organisations as decided by the Group.

## 12. ALTERATIONS TO THE CONSTITUTION

Alterations to the Constitution may only be made by resolution carried by a majority of two thirds of those present and voting at an AGM or Special General Meeting of the Group called for the purpose.

This constitution was agreed at the meeting of the Birnam to Ballinluig A9 Community Group on 25<sup>th</sup> August 2016

Name and position in group David Arbuthnott, Birnam to Ballinluig A9 Community Group Member

Signed *D. Arbuthnott* .....

Name and position in group Linda Sinclair, Birnam to Ballinluig A9 Community Group Member

Signed *L. Sinclair* .....