

CULTS O50 GROUP CONSTITUTION

MISSION STATEMENT

“The Cults Over 50 Group is open to those in Cults and surrounding area, of any faith or none, to provide friendship, share leisure pursuits and interests and to pursue a programme of interests that will feed body, mind and spirit”.

CONSTITUTION

- 1) Cults O50 Group committee will be composed of a minimum of eight persons, two of who will be appointed by Cults Kirk Session.
- 2) Meetings will be held at least twice per year, as and when required. 50 % of the Committee shall constitute a quorum.
- 3) Office-bearers will consist of a Chairman, Vice Chairman, Secretary, Treasurer, Membership Secretary and Rota Convenor, who will serve a term of two years after which they will be eligible for re- election to the same office for a maximum of one further term.
- 4) The Committee shall consist of the Office bearers together with a minimum of two ordinary members who shall be elected for a term of two years. This term may be renewed by election for a further 2 year period, after which they will not be eligible for election for a further period of one year
- 5) The Treasurer will keep accurate accounts of the finances of Cults O50 Group
 - i) Cults O50 Group shall maintain a dedicated bank account in the name of Cults O50 Group, and the following Officers shall be authorised to sign Cults O50 Group cheques: two from the Chairperson; Vice Chairman, Treasurer and Secretary, plus two others determined by the Committee.
 - ii) All monies raised by the Cults O50 Group should be banked timeously and monies should not be held in cash (either on the church premises or at another location) with the exception of balances of monies below £100, which should be held in a secure and safe location.
 - iii) All monies received should be supported by vouchers, and all payments should be made by cheque. Vouchers should be retained to confirm the payment or disbursement of funds
 - iv) The Treasurer of the Cults O50 Group should prepare annual (calendar year) accounts confirming a summary of the Cults O50's annual incomings and expenditures and the monies held in the bank.
 - v) The Accounts will be subject to annual audit by an independent Auditor appointed by the Board of Cults Parish Church. (by the end of January following the end of the calendar year)
- 6) An annual general meeting will be held each February.
The business of the Annual General Meeting shall be to:
 - i) Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting.
 - ii) Receive the audited accounts and report for the year from the Treasurer.
 - iii) Receive the annual report of the Committee from the Chairperson or Vice Chairman.
 - iv) Receive reports from all satellite groups
 - v) Review Membership fees.
 - vi) Elect new members to the Committee
 - vii) Elect the Officers of the Club i.e.; Chairperson; Vice Chairperson; Secretary; Treasurer; Membership Secretary and Rota Convenor.
- 7) A report will be submitted annually to the Kirk Session of Cults Parish Church following the AGM.
- 8) In the event of the Group folding, any funds and assets will be placed with the Church Treasurer.