CLAN FARQUHARSON UK

CONSTITUTION

There shall be formed a society based on the Clan Farquharson and named “Clan Farquharson UK” (hereinafter called “the society”).

1. AIM

The objective of the society shall be to promote the Scottish clan system especially Clan Farquharson and, Scottish culture, music, dance and dress.

1. OBJECTIVES
2. To organise activities for its members.
3. To assist members to trace their family and heritage.
4. To continue the traditions and heritage of Clan Farquharson.
5. To cultivate a spirit of kinship and pride amongst its members.
6. CORE VALUES
7. Fidelity. This is the backbone of clan culture, from the early days when clanspeople would pledge their allegiance by an oath of fealty to their Laird, to the present day where we continue to show loyalty to the Clan Chief, to each other and to our values. Fidelity provides cohesion as a group and faith in our purpose.
8. Fortitude. Hand in hand with fidelity, Fortitude has been central to Clan Farquharson’s evolution. Not only are we stronger together than the sum of our parts but Fortitude is also found in our individual strength of character, our determination to succeed and our clan’s resilience both past and future.
9. ACTIVITIES

The society may organise and fund the following activities:-

1. Social events.
2. Cultural events.
3. Fundraising for the society or others.
4. Activities in support of other organisations.
5. MEMBERSHIP

Membership of the society should satisfy the following conditions:-

1. Membership of the society is open to the following :-
2. Those who bear the surname Farquharson or of a sept or sub-sept of Clan Farquharson.
3. Those who bear a surname recognised as being affiliated to Clan Farquharson.
4. Those whose relatives bear a surname as per (i) and (ii) above.
5. Any other person who supports Clan Farquharson, this clan society and who will uphold its core values and code of conduct.
6. The society shall be under no obligation to accept any person into membership and no person shall have the right to membership.
7. A decision to not accept a membership application or renewal from any person shall be made by any two of the President, Vice President, Immediate Past President and Membership Secretary and the decision shall be considered by a committee meeting to be held within 90 days.
8. The society shall have three categories of membership :-
9. Full annual adult (for those aged 18 or over).
10. Family annual (up to two full members (parents or guardians) and their dependent children aged under 18.
11. Junior annual (under 18).
12. Membership will be for one calendar year from the date of joining or renewing.
13. Membership will not commence until the subscription has been paid in full.
14. Members of overseas societies affiliated with Clan Farquharson will not be under any obligation to membership of the society in order to attend the society’s annual gathering or other events. To attend, it will be necessary for their overseas membership to be verified.
15. Honorary Vice Presidents and Honorary Members may be nominated by any full member or the Chief of Clan Farquharson and may be appointed or expelled at a general meeting.
16. Any two of the President, Vice President, Immediate Past Present and Membership Secretary may suspend full or honorary membership at their discretion pending the suspension being brought to a committee meeting to be held within 90 days.
17. Membership shall cease forthwith due to any of the following events :-
18. Failure to pay within 28 days of the date of renewal of subscription.
19. Expulsion from the society (see paragraph 10 below). Any expulsion from membership shall be on a permanent basis.
20. Resignation.
21. The Chief of Clan Farquharson and spouse shall have the rights, responsibilities and privileges of a full member.
22. Full members are entitled to vote at any general meeting.
23. Honorary Vice Presidents and Honorary Members shall have the same rights as a full member.
24. CONDUCT
25. All members shall respect all other persons and shall uphold equality and diversity in respect of all other persons.
26. All members shall conduct themselves with proper decorum and probity.
27. All members shall not do or say anything which shall bring Clan Farquharson, the society or its officers or members into disrepute, including on social media.
28. COMMITTEE

The society shall be managed by a committee on the following basis :-

1. The officers shall be :-
2. Chief of Clan Farquharson.
3. President.
4. Vice President.
5. Immediate Past President.
6. Membership Secretary.
7. Treasurer.
8. Editor of the Lion’s Face.
9. Web site and social media manager.
10. Merchandise manager.
11. International Affairs.
12. Two general committee members.

Committee members may hold more than one post.

1. The President or Vice President cannot be appointed until he or she has been a member of the society committee for at least 12 months. In the event of no such candidate being available then a society member of at least two years service may be appointed.
2. Should any of the above positions become vacant the shortfall in responsibilities may be temporarily shared and covered by other committee members until the positions are filled.
3. The committee may co-opt up to two further full members to serve for the remainder of the period up to the AGM following co-option.
4. The committee may, instead of co-opting a full member as set out above, co-opt a non-member who has a particular interest or expertise that the society requires.
5. A quorum at committee meetings shall consist of one of either the President or Vice President plus two members.
6. Committee meetings will be chaired by either the President, Vice President, Immediate Past President and if none of those persons are present the person nominated by those committee members present.
7. In the event of a tied vote the chair of the meeting shall have a second or casting vote.
8. An annual general meeting shall be called in each calendar year and may take place online by video conference at the discretion of the committee.
9. No member of the committee may be remunerated.
10. Committee members may claim expenses but only when such expenses have been approved in advance or retroactively by the committee.
11. Full members or guests may be invited at the President’s or Vice President’s discretion to attend committee meetings and speak but not vote.
12. Each committee member other than the Clan Chief shall retire at the next AGM and be eligible for re-election, but subject to (o) below.
13. A committee member may resign by giving notice to the President or Vice President. The consequent vacancy may be filled on an ad hoc basis.
14. The President shall serve for not more than three consecutive years and shall not be eligible for re-election for the next year except that in the event of no candidate being available at the end of a presidential term of office, the current incumbent may be re-elected for a further year.
15. ACCOUNTS AND FINANCE

The Treasurer shall carry out the following :-

1. Keep all accounts of the society.
2. Account for all money received and expenses paid.
3. Present at each AGM and general meeting a detailed account for the preceding accounting period. Such accounts are to scrutinised by another society member prior to presentation at the AGM.
4. Report immediately to the President or any committee member any suspected irregularity with the society bank or accounts.
5. Payment of all financial liabilities shall be from the society’s current bank account and shall be on the signatures of two of the following – Treasurer plus one of President or Immediate Past President or such other signatories as shall be appointed at a general meeting. In the event of non-availability of the Treasurer withdrawals may be made on the signature of the President and one of the other authorised signatories.
6. The committee may hold other accounts such as PayPal in order to facilitate the society’s business and all withdrawals from such accounts shall only be made direct to the society’s current bank account and may be made by the Treasurer alone.
7. GENERAL MEETINGS

General meetings will be held on the following basis :-

1. A quorum shall be 10 members.
2. The Chair shall be the President or if absent the Vice President or if absent the Immediate Past President or if absent the person elected by those members present.
3. Committee members holding a specific office shall present a report.
4. Notice of all general meetings shall be sent by post or electronically to members not less than 28 days before the meeting.
5. Notice of each general meeting shall be posted prominently on the society web
6. site.
7. Each full member is entitled to one vote and this may be in person at the meeting or in writing prior to the meeting.
8. A member may give a written and signed proxy to another full member and such proxy shall be registered with the chair of the meeting at which it is to be used before the start of that meeting. Proxies may be given by email and shown to the chair of the meeting prior to the meeting commencing.
9. All resolutions shall be proposed and seconded and carried by a simple majority vote. In the event of a tie the chair shall have a second or casting vote.
10. All motions from members and nominations for appointment to the committee shall be registered with the President or Vice President at least 7 days prior to the meeting.
11. The election of officers and committee members.
12. The annual subscription shall be set.
13. Extraordinary General Meetings (EGM) may be called by the committee or on a motion signed by not less than 10 full members and on receiving such a motion the committee shall be obliged to hold a general meeting as set out above. This may take place in person or electronically at the discretion of the committee.
14. Voting following the nomination of committee or membership appointments may be conducted online under the supervision of the President, Vice President or Membership Secretary, the results being announced on the society web site.
15. The constitution may be amended at any general meeting that has an attendance of at least 10 full members.
16. COMPLAINTS

Any full member may make a complaint against another full or honorary member of the society for breaching the Code of Conduct or any other conduct which is considered sufficiently serious on the following basis :-

1. The complaint is made in writing or by email and signed by the complainant.
2. The person against whom the complaint is made (the respondent) shall be named.
3. The event(s) giving rise to the complaint shall have been made within 28 days of the date of the complaint unless there are exceptional circumstances why this time limit could not be complied with. The committee shall be at liberty to extend the 28 days time limit or not and their decision shall be final.
4. The President or Vice President with one other committee member may dismiss the complaint at the outset if they consider it to be vexatious, trivial or mischievous.
5. The complaint shall be set out concisely in numbered paragraphs with each element of the complaint being made clear and all supporting facts set out.
6. Any statements of other persons or documents in support of the complaint may be copied with the complaint or supplied at a later date.
7. The complaint shall be sent by post or (preferably) email to the President or Vice President who will acknowledge the complaint as soon as practicable and send a copy of the complaint and all supporting documents to the respondent. If the complaint is not sent directly to the President or Vice President they must each be informed of the complaint immediately.
8. In the event that a complaint is made against any committee member the respondent shall not attend any discussion regarding the complaint with other committee members while the committee investigates and deliberates the circumstances of the complaint.
9. The respondent shall make any desired response to the complaint within such time limit as the President or Vice President shall deem appropriate and such response shall be in writing or email and may include any statements or supporting documents.
10. The President or Vice President will copy the respondent’s response to the complaint as soon as practicable.
11. The President or Vice President shall appoint one or two committee members to consider the complaint and the response and they shall make decisions on how the complaint shall proceed. This may be by the appointment of a mediator with the agreement of both parties, to meet with the parties individually or together, or by arranging for the committee to determine the complaint. If a mediator is appointed then both parties shall be bound by the outcome if such is reached. The mediator may be a professional mediator with his or her fees provided for as the complainant and respondent shall agree, or a committee member or full member, Honorary Member or Honorary Vice President, or any other person considered suitable and acceptable to all parties. If no mediator is appointed or no outcome is reached then the complaint will be determined by the committee on the following basis :-
12. The committee may decide to not hear the complaint if it is considered that another forum is better placed to determine the complaint. That decision may be taken prior to holding a meeting to determine the complaint .
13. There will be a face-to-face committee meeting and may be held remotely called specifically for the purpose of determining the complaint and no other item shall appear on the agenda. This shall not prevent the holding of back-to-back committee meetings.
14. The committee shall be a closed meeting and no other persons shall be entitled to attend.
15. The parties shall be given not less than 7 days notice of the date, time and place of the meeting.
16. There must be at least 3 committee members present.
17. The complaint and respondent shall be entitled to attend without legal representation but may bring a friend for moral support and such friend shall not be entitled to speak.
18. The complainant followed by the respondent shall be at liberty, if they so wish, to address the committee.
19. No witnesses shall be called in person.
20. The committee may call for further evidence or documents.
21. The committee may adjourn the meeting to a later date whether during or at the end of the meeting.
22. The committee may reserve their decision to a later date.
23. The committee’s decision shall be final and no enquiries or appeal will be entertained.
24. The committee will give simple reasons for their decision.
25. The committee may suspend on terms or expel from membership either or both of the complaint and respondent
26. Committee members attending the meeting may claim their travel costs only, and these shall not exceed second class rail travel, economy air flight or 45p per mile, whichever is appropriate. The complaint and respondent shall stand their own costs in any event.
27. DATA PROTECTION AND COPYRIGHT

All personal data will be held electronically by those committee members who need it in order to carry out their function. Such data will not be copied to any other person without the permission of the data subject. Such data will be stored only for so long as the subject is a member of the society and 12 months afterwards and then deleted. The data controller for the society will be the President for the time being or some other person appointed specifically to that post by a general meeting or committee meeting.

The society will accept images, photographs and videos for publication on the web site or in the Lion’s Face on the basis that the person holding the copyright for those items gives us perpetual permission to publish them. No other items should be submitted to us for publication.

1. WINDING UP
2. The society may be wound up if paid up members are less than 10 or the society is insolvent and at a general meeting there is a majority to wind up the society or to merge with another organisation.
3. On winding up the funds of the society shall be disposed of in the following manner:-
4. Disposal shall be on a majority vote at the general meeting at which the winding up is agreed or at a later general meeting set for that purpose.
5. All liabilities of the society shall first be established and paid.
6. The balance then remaining may be paid to any one or more of the following organisations on the percentage determined at the general meeting :-
7. Ballater highland Games.
8. Ballater & District Pipe Band.
9. Braemar Piping Association.
10. Finzean School of Piping.
11. Braemar Castle.
12. The Chief of Clan Farquharson for use as he may determine.
13. Any other organisation which has similar objectives to the society.
14. The balance of funds may not be paid to any individual, any full member, or Honorary Vice President or Honorary Member.

This Constitution was adopted on 2023..

SIGNED ……………………………………………

PRESIDENT