

**CONSTITUTION FOR THE FRIENDS
OF AYTON CASTLE**

**NAME
AREA**

The name of the group shall be **The Friends of Ayton Castle**
The area of benefit shall be the scheduled ancient monument of Ayton Castle and its surrounds.

**AIMS
OBJECTIVE**

To protect, preserve and enhance the ancient monument and the area of natural beauty, wildlife, flora and fauna and historical interest surrounding it.

1. To promote the appearance and up keep of Ayton Castle
 2. To promote appropriate use of Ayton Castle
 3. To organise and promote suitable events and activities for the benefit of Ayton Castle
 4. To act as a consultant organisation in the future management of the castle
 5. To raise funds to support the above activities
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MEMBERSHIP

Membership shall be open to all people with an interest in the maintenance and upkeep of Ayton Castle irrespective of race, religion, creed, gender, colour, age, sexual orientation or political opinion.

SUBSCRIPTION

The committee has the power to levy an annual subscription for membership to the Friends, if agreed at an Annual General Meeting.

**GENERAL
MEETINGS**

The committee shall call at least three open general meetings a year of which one must be the Annual General Meeting - to be held 12 months from the inaugural meeting.

At least two weeks notice shall be given in writing to the committee in the form of an agenda, and the public shall be notified by posting notices in the area and in the press.

The quorum shall be five members.

**MANAGEMENT
COMMITTEE**

- a. The group shall be managed by a Management Committee that will be elected by the Friends of Ayton Castle at the Annual General Meeting, (Members who wish to stand on the management committee should make their interest be known to the secretary before the meeting).
- b. The Management Committee shall consist of a Chair, Vice Chair, Secretary, and Treasurer, and shall have the ability to Co-opt other members as required (up to maximum number of 12 at any one time including the previously named officers). The Committee membership shall be from within the Friends of Ayton Castle and they shall be free from any pecuniary interest.
- c. The Management Committee shall have the power to co-opt local voluntary/community groups whose aims are for the benefit of the castle. No more than one member can be co-opted from each group. No more than four members can be co-opted.
- d. The quorum for the committee meeting shall be four

- management committee members.
- e. The Management Committee shall meet no less than four times a year.
 - f. Voting can be by either show of hands or secret ballot depending upon the wishes of the members of the Friends of Ayton Castle
 - g. The chairperson of the meeting will have the right to a casting vote
 - h. 21 days notice shall be given for any proposed changes to the agreed constitution at the AGM.

FINANCE

- a. The Friends of Ayton Castle financial year shall commence 1 April and run to 31st March.
- b. The Management Committee shall maintain a bank Account(s) in the said name into which all moneys received must be paid. Cheques are to be signed by any two of the following: Chairperson, Treasurer and two other committee members as agreed by the committee.
- c. Accounts will be subject to independent financial review at the end of the financial year.

DISSOLUTION OF THE GROUP

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- If the Committee decides to dissolve the group then it shall call Special General Meeting that can dissolve the group by a two-thirds majority.
 - Any assets, and any money left over after meeting all obligations, shall to be applied to purposes in keeping with the aims of the group.
 - If the Committee no longer exists, any four members may call a Special General Meeting.
 - There must be two weeks notice for a dissolution meeting.
 - All books and documents of the group shall be placed with Scarborough Borough Council or an agreed similar organisation for safekeeping as the meeting shall decide.