

The Corstorphine Trust

Constitution & Rules of The Corstorphine Trust

Amended March 2024

- 1) THE TRUST which incorporated the Corstorphine District Association, and is the Superior by gift of the historic estate of Corstorphine, was formed in 1970 as a CHARITABLE ORGANISATION with the following OBJECTIVES within Corstorphine and its environs:
 - a) Public interest in and care for the BEAUTY, HISTORY and CHARACTER of the district.
 - b) The preservation, development and improvement of features of AMENITY and HISTORIC interest.
 - c) The welfare, cultural and educational ADVANCEMENT of the residents.
 - d) The collection, preservation and display of objects of HISTORIC and LOCAL interest.
 - e) High standards of ARCHITECTURE and TOWN PLANNING by monitoring all Building and planning schemes which affect the district and community.
 - f) The promotion of schemes of a CHARITABLE nature.
 - g) Liaison with the Community Council and other amenity groups on matters of common interest.
 - h) To provide facilities and, where appropriate, funding for same.
- 2) MEMBERSHIP is open to anyone of any age who is interested in the OBJECTIVES of The Trust. The members consist of:
 - a) Voting Members:
 - i. life members by single subscription.
 - ii. ordinary members by annual subscription.
 - b) Non-Voting Members:
 - i. honorary life members.
 - ii. representative members of Kindred Organisations within the district.
- 3) THE TRUST is non-political and non-sectarian.
- 4) The day-to-day affairs of THE TRUST are administered by an EXECUTIVE COMMITTEE of up to 10 members. These members will be elected at THE ANNUAL GENERAL MEETING. Each member of THE EXECUTIVE COMMITTEE shall retire after two years' service. A retired member of THE EXECUTIVE COMMITTEE may be re-elected to serve a further two years if that is their wish. THE EXECUTIVE COMMITTEE may co-opt up to five further members to serve until the next ANNUAL GENERAL MEETING should this be deemed necessary. THE ANNUAL GENERAL MEETING appoints annually, from the membership of THE EXECUTIVE, a CHAIRMAN, a SECRETARY and a TREASURER and THE EXECUTIVE COMMITTEE may appoint annually, one or more VICE-CHAIRMEN and such other office-bearers as it sees fit. THE EXECUTIVE COMMITTEE may appoint sub-committees, constituted from among the total membership of THE TRUST.
- 5) THE EXECUTIVE COMMITTEE may nominate a PATRON, an HONORARY PRESIDENT, one or more HONORARY VICE PRESIDENTS, an HONORARY CHAPLAIN, an INDEPENDENT EXAMINER and one or more HONORARY LIFE MEMBERS.
- 6) THE EXECUTIVE COMMITTEE will meet monthly at dates mutually convenient to them, but meetings may be called at other times if THE EXECUTIVE COMMITTEE deems it to be necessary. At all meetings of THE EXECUTIVE COMMITTEE five members form a quorum. EXECUTIVE COMMITTEE members must attend at least eight out of the 12 meetings per year (with the year starting the month after the AGM)
- 7) THE ANNUAL GENERAL MEETING of the members of THE TRUST is held not later than the 31st of March in each year, when a report from THE EXECUTIVE COMMITTEE and THE TREASURER'S examined accounts for the year are submitted. Notification of THE ANNUAL GENERAL MEETING will be sent to all members during the preceding February. At this meeting TWENTY members will form a quorum.

- 8) A SPECIAL GENERAL MEETING of the members of THE TRUST may be called at any time if THE EXECUTIVE COMMITTEE considers it expedient to do so. A SPECIAL GENERAL MEETING may also be called if requested by fifteen or more members of THE TRUST in writing with a specific remit stated. At least two weeks' notice of all SPECIAL GENERAL MEETINGS is to be given to the members and at such meetings TWENTY members form a quorum.
- 9) THE TRUST, at THE ANNUAL GENERAL MEETING, or at a SPECIAL GENERAL MEETING, may fix, from time to time, subscription rates for membership of THE TRUST.
- 10) Any matter for decision coming before a meeting of THE EXECUTIVE COMMITTEE, not resolved in discussion, shall be put to a vote. In every such case the decision will be a simple majority of those entitled to vote who are present. In the case of an equality of votes, THE CHAIRMAN shall have a casting vote.
- 11) THE EXECUTIVE COMMITTEE has power to make appeals, solicit donations and accept gifts, legacies and loans for the purpose of carrying out the OBJECTIVES of THE TRUST. THE TRUST may rent heritable property or acquire it by purchase or gift.
- 12) All funds belong to THE TRUST and any not required for immediate use are invested by THE EXECUTIVE COMMITTEE in such investments, securities, or property as it thinks fit. Any such investments, securities and property are held in the names of the CHAIRMAN, SECRETARY and TREASURER, for the time being, and their respective successors in office as ex officio trustees for and on behalf of THE TRUST.
- 13) THE TRUST may consult legal, architectural and other professional advisors in connection with its affairs and pay them appropriate fees for their services.
- 14) All proper expenses of administration and management are paid out of the funds of THE TRUST and residue is used solely towards the promotion on its OBJECTIVES. No dividend, bonus or other profit is at any time paid to any member of THE TRUST and no personal liability is incurred by THE EXECUTIVE COMMITTEE and OFFICE BEARERS, The INDEPENDENT EXAMINER appointed for the purpose shall in every case inspect the annual accounts.
- 15) The Constitution and Rules of THE TRUST may be amended at any GENERAL MEETING of THE TRUST provided written notice of any such amendment has been given to the members at least two weeks prior to such a meeting. No such amendment shall authorise the expenditure of funds on any object which is not charitable. Prior to any changes being made and presented at a GENERAL MEETING, they must first be discussed and agreed at an EXECUTIVE COMMITTEE meeting, then sent to OSCR for approval. Once approved at a GENERAL MEETING a final version should be sent to OSCR for their records.
- 16) THE CORSTORPHINE TRUST BENEVOLENT FUND. The ELECTED OFFICE BEARERS of THE CORSTORPHINE TRUST shall be the main Trustees of this Fund. These Trustees may call on other members of THE EXECUTIVE COMMITTEE, as and when required, to assist them with the deliberations concerning applications for grants to the Fund. This Fund will annually invite local groups/bodies/individuals to apply for small grants to help them meet their own particular aims.
- 17) THE ANNUAL REMEMBRANCE SERVICE. On behalf of the Royal British Legion Scotland THE CORSTORPHINE TRUST is responsible for ensuring that, as a minimum, a wreath bearing The Royal British Legion Crest is laid at the War Memorial in Corstorphine Village. This Act of Remembrance to take place on Remembrance Sunday.
- 18) In the event of the winding up of THE TRUST, the funds and property shall be transferred and conveyed to such charitable bodies in Corstorphine or elsewhere as shall be deemed expedient, with the exception of the archives and records which shall be conveyed to a national or local institution as considered appropriate after due consultation with the Keeper of the Records of Scotland.