



BARBOUR MEMORIAL HALL

Church St | Glencaple | DG1 4QY
SCIO SC050203

SUMMARY OF INFORMATION FOR MEMBERS AND APPLICATION FOR ORDINARY MEMBERSHIP

Thank you for applying to be member of Barbour Memorial Hall, as a member you will be helping to continue the great work of the hall.

Our Vision

To improve a multi-purpose space to make it a modern, accessible, welcoming, safe, and flexible space to foster engagement, empowerment, and growth for all members of the community.

The constitution of the Barbour Memorial Hall states that its objectives are:

- The advancement of citizenship or community development
- The advancement of the arts, heritage, culture or science
- The provision of recreational facilities or the organisation of recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended

The charity's constitution lays out the detail of the roles and responsibilities within the charity and this summary is intended as a brief introduction and does not cover every aspect.

You can access our constitution on the website www.barbourhall.co.uk or by emailing info@barbourhall.co.uk

Structure of the charity:

The charity is a two tier structure, with a Board of Trustees and Members, who hold the Board to account.

Members:

- Have the right to attend members' meetings, usually the AGM although special meetings can be called by the Board or Members.
- Can request a special members' meeting if 20% of members agree with the meeting request being submitted.
- Appoint Trustees to the Board during the AGM.
- Take decisions on changes to the constitution.
- Can expect 14 days notice of a meeting.
- Can request minutes of members' meetings, Board meetings and the register of members, understanding that confidential information may be excluded.
- Can request a copy of the register of Trustees.
- Should ensure their contact details are up to date to ensure straightforward communication.
- Are expected to respond to requests from the Board confirming their interest in continuing as a member.
- Will be asked to vote on some topics.

Board of Trustees:

- Must be members of the Barbour Memorial Hall
- Hold regular meetings.
- Must always act in the best interests of the Barbour Memorial Hall.
- Is responsible for controlling the activities of the hall.
- Is responsible for monitoring and controlling the financial position of the hall.
- Must declare personal (or connected) interest in any decision and will not participate in the decision.
- Retires at each AGM and must give notice to the chairperson if they do not wish to be considered for re-election. Trustees are deemed to be re-elected except in specific circumstances, covered in the constitution.
- Will elect office bearers from within themselves.
- Keep a register of interests of the Trustees.
- Can delegate any powers to subcommittees

To apply for membership, please complete the sections below:

Section 1:

Title..... Full name (please print)

Address (please print)

..... **Postcode**.....

Email address (please print).....

Telephone number.....

We will normally contact members by email however if you wish to receive correspondence by post please tick here ☐

Section 2: (please confirm)

- I am 16 years of age or over ☐
- I support the objectives of the Barbour Memorial Hall SCIO as stated above ☐
- I am happy to receive information about the Barbour Memorial Hall and it's activities ☐
- I have read and understood the members' information ☐
- I understand I have a vote at the Annual General Meeting and other extraordinary meetings throughout the year ☐
- I understand that, as a member, I am expected to respond to requests from the Board of Trustees ☐

Signature: **Date:**

NOTE: To comply with the GDPR 2018 legislation, The Barbour Memorial Hall is required to notify Members that the information they supply in connection with their membership is held on The Barbour Memorial Hall's database for the purposes of membership administration. We will contact you from time to time about our work. We promise that any information you provide will be used only for the charitable activities of our community. Privacy Policy: www.barbourhall.co.uk/privacy-policy