

CONSTITUTION

FOR THE MOTHERS' UNION PROVINCE OF SCOTLAND

Registered Charity: SC036459

The name of the charity is “The Mothers’ Union, Province of Scotland” and it is referred to as “MUScotland” throughout this Constitution.

The address of MUScotland is that of one of the Trustees or Officers as agreed from time to time between the resident of that address and the Trustees.

1. MUScotland is an Affiliated Organisation of the Mothers’ Union (MU), this latter being an Association Incorporated by Royal Charter. The affairs of MUScotland are subject to the Constitution of the MU (as amended from time to time) as it applies to Affiliated Organisations.
2. The Aim of MUScotland is the advancement of the Christian Religion in the sphere of marriage and family life, and in the furtherance of the said Aim to carry out any of the following objects. That is to say:
 - A. To uphold Christ’s teaching on the nature of marriage and to promote its wider understanding
 - B. To encourage parents to bring up their children in the faith and life of the church
 - C. To Maintain a world-wide fellowship of Christians united in prayer, worship and service
 - D. To promote conditions in society favourable to stable family life and the protection of children
 - E. To help those whose family life has met with adversity
3. Membership of MUScotland is open to all who have been baptised in the name of the Holy Trinity and declare their support for the Aim and objects as laid out in paragraph 2 above and pay the annual membership subscription. Those who otherwise fulfil the membership requirements, but have not been baptised may join as Friends. Friends enjoy the benefits of membership, but are not permitted to take up elected office or vote in any meeting or any election in MUScotland or MU.
4. The Primus of the Scottish Episcopal Church will be invited to be Patron.
5. The affairs of the MUScotland are managed by a Board of Trustees (referred to as ‘Trustee’ or ‘Trustees’ in this Constitution) comprising:
 - The Provincial President (where one has been elected)
 - The Diocesan Presidents (or other diocesan lead representative) of the Scottish dioceses
 - Up to two independent trustees (to be elected)The Provincial President will chair the Board of Trustees. In the absence of the Provincial President, the Trustees will elect one of their number to be chair of Trustees and to represent MUScotland at MU boards and committees of which the Provincial President is a member *ex officio*. If unforeseen circumstances mean a Trustee must stand down the Trustees will act collegiately to manage the situation as appropriate to the circumstances.
6. The Duties and Powers of the Trustees are to:
 - To appoint the Provincial Officers (being the Hon Secretary, Hon Treasurer and other officers as required) triennially. A Trustee may be appointed to a Provincial Officer role and will retain all the

rights and obligations of their Trustee position, notwithstanding any contrary provision in this Constitution

- Debate and consider all matters of policy and strategy for MUScotland
- Set up bank accounts as appropriate
- Manage and supervise the finances of MUScotland
- Apply for grants for MUScotland work
- Fundraise and carry out small-scale trading to raise funds for the work of MU worldwide
- Support and encourage Scottish diocesan initiatives
- Provide a forum for good practice within MUScotland
- Monitor, review and be kept informed of the work carried out in the name of MU within Scotland
- Appoint any sub committees for MU work in Scotland
- Network with other provinces in the Anglican Communion
- Network with other denominations/agencies in the interests of the work of the MU
- Respond to consultations from Scottish and local government on matters relating to MU objectives
- Call meetings of the Provincial Council when required by this Constitution or as otherwise deemed necessary

7. The Rules for Meetings of the Trustees are as follows:

- The chair of Trustees will convene and chair meetings of the Trustees not less than twice a year.
- Where a majority of the Trustees agree that a special meeting of Trustees should be called, the chair of Trustees is obliged to call such a meeting.
- A quorum will be 60% of the voting members, rounded up to the next whole number.
- Voting is by straight majority and the chair has a casting vote in the event of an equality of votes.
- The Trustees may co-opt any person to attend their meetings or any sub-committee on such terms as may be necessary. That person has no power to vote.
- The Hon. Secretary and Hon. Treasurer will attend meetings of the Trustees. (Neither is eligible to vote.)
- A report of the decisions and motions passed will be distributed to members of the Provincial Council.

8. The Provincial Council is the representative body of the MU members throughout Scotland. The Provincial Council will meet at least once each year. Meetings of the Provincial Council will be called by the Trustees by giving at least 21 days notice to its members. It will also be competent for a group of Provincial Council members to give notice to the Trustees requiring them to call a special meeting, provided that the group contains at least two members from each MU diocese in Scotland. The composition of the Provincial Council is:

- The Trustees (voting)
- The Provincial Officers (non-voting)
- The Zonal Trustee for Zone J (Scotland) (non-voting)
- Not less than two and not more than six representatives from each Scottish diocese (a maximum of four from each Scottish diocese will be entitled to vote).

The chair of Trustees will chair the Provincial Council. The chair of Trustees may delegate the role. In the absence of the chair of Trustees or their delegate, the meeting will elect its own chair. In the event of an equality of votes the chair of the meeting will have a casting vote. A quorum will be 60% (rounded up) of the Trustees plus at least one voting member from each Scottish Diocese. In the event of more than four representatives attending from any Scottish diocese, the diocese will designate the four voting members and voting cards will be issued to those members.

9. The duties and powers of the Provincial Council will be:
- a. To receive the draft MUScotland Trustee report and accounts and to make comment and to contribute to them where appropriate.
 - b. To approve the appointment of Provincial Officers triennially.
 - c. To appoint an independent auditor or examiner.
 - d. To consider any business from the MU Worldwide Board, the MU Worldwide Council, the MU Britain & Ireland Group and/or the Trustees
 - e. To review the policy, work proposals and strategy of MUScotland and by resolutions or any other appropriate means to bring their views to the attention of the Trustees for their consideration.
 - f. To consider new developments and arrange Provincial services and events.
 - g. To invite any person to attend its meetings and to speak.
 - h. To deal with any other competent business.

10. The Rules for Elections are as follows:

- Elections will normally be held in the third year of a triennium, the triennium to be concurrent with that of MU.
- In the event that elected posts cannot be filled at the normal time or they become vacant during a triennium, it will be competent for the Trustees to call an election at any other time.
- Each Scottish diocese will nominate up to five members to serve as members of the MUScotland Electoral College. The Diocesan President (or other diocesan lead representative) will automatically be one of the five members.
- The Electoral College will have the power to elect the Provincial President and the independent Trustees of MUScotland in accordance with the process described in this paragraph 10.
- The Electoral College will also be the electoral college for the election of the MU Zonal Trustee for Zone J (Scotland) that will be conducted by MU in accordance with its constitution.
- Provincial Council will appoint a Returning Officer who is a member able to be impartial in any election and who will not have a vote in such election.
- The names of the Electoral College members and the Returning Officer and any subsequent changes thereto will be notified promptly to the MU Chief Executive Officer and prior to any election.
- Candidates for election must have been MU members for at least two years and have been baptised in the name of the Holy Trinity. The two-year period may be reduced or waived by a duly passed resolution of the Trustees in the case of candidates for independent Trustee. Candidates will be provided with a role description and will be nominated by the membership on a nomination form that provides in reasonable detail the abilities of the candidate to fulfil the role. The nomination, which will contain a declaration of fitness and willingness to stand, must be signed by the candidate and supported by two referees who have known the candidate for at least two years.
- Nominations will be subject to vetting by a committee to be formed for the purpose. The members of the vetting committee will be appointed by the Trustees in consultation with the Returning Officer and will be experienced MU members who understand the requirements of the post, but are independent of the Electoral College.
- To be elected, a candidate must secure more than 50% of the votes cast with a deliberate vote for none of the candidates being a valid vote. If no candidate secures the required share of the vote, the election must be re-run.
- Those elected will serve till the end of the triennium. If, at the end of the triennium, they have not served more than four years in the role, they will be eligible to be re-elected for a further full triennium. No person may serve more than seven years in any particular elected role.

- Voting may take place in person, by post or by electronic means or a combination of these means to enable full participation by the Electoral College.
11. Any communication with the press or media or the Patron on behalf of MUScotland must be made only with the chair of Trustees' sanction.
 12. Financial Affairs of MUScotland
 - All financial procedures must comply with Scottish charity law.
 - No part of the funds of MUScotland may be used to support non-charitable organisations, but this will not prevent MUScotland from engaging non-charitable organisations to provide goods and services in support of its Aim and objects.
 - MUScotland will not be used as a channel for charitable appeals on behalf of other organisations that are not part of the MU.
 - MUScotland may provide financial and other support to MU dioceses and MU branches in Scotland. provided that the Trustees are satisfied that such funds will be used to further the Aims and objects of MUScotland.
 - MUScotland may work jointly with other organisations that are working to support, and are not detrimental to, any part of the Aim and objects of MUScotland including providing financial support.
 - The Provincial Treasurer has responsibility for the compilation of accounts from all grants and funds received by MUScotland and will keep true accounts of the income and expenditure of MUScotland. A draft balance sheet and accounts will be submitted at the first Provincial meeting each year for comment and copies of the finalised and examined accounts will be made available to the Scottish dioceses and the MU.
 - In the event of the dissolution of the MUScotland registered charity any money will be distributed between the MU Scottish dioceses that are registered charities or failing this to MU.
 13. All meetings will include a time of prayer.
 14. All meetings may take place in person or by electronic means or a combination as may be practicable in order to ensure the maximum participation by those entitled to be at the meeting.
 15. Any proposed changes to the constitution will be put into writing by the Trustees and subjected to consultation amongst the members in Scotland, the charity regulator (if the changes require the regulator's approval) and the MU in order to ascertain their acceptability. After the consultation period, the Trustees will produce a final draft and present it for formal ratification at the next Provincial Council meeting. In order for the changes to take effect they must be agreed by not less than 60% of the members present and voting (abstentions counting towards the quorum but not in apportioning the share of votes).
 16. Copies of this constitution and any subsequent revision thereof will be lodged with the MU and each MU diocese in Scotland.
 17. This MUScotland Constitution adopted at the Provincial Council meeting held on 7th July 2020.

Proposed by Paul Hindle
 Signature
 Position: Provincial Treasurer



Seconded by Deborah Munday
 Signature
 Position: Trustee

