

THE SCOTTISH AGRICULTURAL ARBITERS' & VALUERS' ASSOCIATION

CONSTITUTION

NAME OF ASSOCIATION

1. The name of the Association shall be "THE SCOTTISH AGRICULTURAL ARBITERS' AND VALUERS' ASSOCIATION".

OBJECTS

2. The objects of the Association are to (i) prepare, collect, tabulate and disseminate information on matters of professional interest to its members, and recognised Local Valuers' Associations; (ii) represent their collective opinions and views in any appropriate quarter; (iii) discuss matters of principle and of procedure with regard to professional practice and to make, as far as practicable, recommendations for their treatment on uniform lines; (iv) act as a consultative and advisory body on such matters, (v) take such action as may be deemed desirable in relation to any subjects in which the Association, its members, and recognised Local Valuers' Associations are concerned or which affect their interests, and (vi) keep as far as practicable the recognised Local Valuers' Associations in close touch with one another as well as with this Association.

It shall be competent to this Association to encourage and assist in the formation of Local Valuers' Associations, with a view to their recognition by this Association.

MEMBERSHIP

3. Membership shall consist of:-
 - (a) Full Members, as admitted by the Council. No applicant shall be admitted to full membership who has not been acting in arbitration, valuation or other relevant work for at least five years, or who otherwise fails to satisfy the Council or his qualifications and his experience.
 - (b) Associate Members, as admitted by the Council, taking into account the duration and extent of their practical experience in assisting members and others in relevant work. Associate Members shall be entitled to all privileges of full membership, save that they shall not be eligible for election to the Council.
 - (c) Honorary Members, admitted at the special invitation of the Council following approval by the membership (as a whole) and who have served or assisted the Association with distinction. Honorary Members shall be entitled to all the privileges of full membership, without payment of subscription.

LOCAL VALUERS' ASSOCIATIONS

4. The Council of the Association may from time to time invite local valuers' associations to send a delegate to Council and on payment of a registration fee such association (herein referred to as a Recognised Local Valuers' Association) shall be entitled to receive all information promulgated by the association and to send non-voting delegates to General Meetings.

SUBSCRIPTIONS

5. The annual subscription due by each member shall be such sum as the membership from time to time may determine in General Meeting.

COUNCIL

6. (i) The Association and its finances shall be managed by a Council, consisting of no more than fourteen elected individual members of the Association together with the President and Vice President *ex officio*, one delegate nominated by each Recognised Local Valuers' Association and retired Presidents under sub-paragraph (iii).
- (ii) It shall be in the power of the Council, if they think fit, to co-opt not exceeding two additional members of the Council, which co-options shall be renewable annually.
- (iii) The President and Vice President shall be Chairman and Vice Chairman of the Council and at the expiration of his term of office, the retiring President shall remain as a member of the Council, subject to retrial as if he had been elected at the date of the expiration of his term of office as President.
- (iv) The Council shall meet at least once a year, and as often as they may deem expedient. Five shall be a quorum.
- (v) Council members shall be elected by the membership at Annual Meeting with a view to providing the most effective representation of the membership, having regard to their geographical distribution. At each Annual Meeting, one fifth or as nearly as may be one fifth of the Members of Council shall retire. In the event of any question arising as to which of the members shall retire, the order of retrial shall be decided by the Council in such manner as they shall think fit, always keeping in view that those members who have been longest in office, should generally retire first in order. No elected member shall serve for more than five consecutive years.
- (vi) At no longer interval than five years a Recognised Local Valuers' Association shall nominate a replacement new delegate to Council.

SECRETARY

7. The Secretary shall be appointed by the Council for such period and upon such terms as the Council may determine. An Assistant Secretary may be appointed similarly.

The Secretary shall also act as Treasurer and shall undertake the various duties of the Secretary and Treasurer, and be subject to the instructions of the Council. He shall attend all meetings of the Association, its Council and Committees, sign all cheques for disbursements, and render an Annual Account to the Council.

ANNUAL MEETING

8. There shall be a meeting of members of the Association at least once in every calendar year. At least fourteen days notice of the Annual Meeting of the Association and the Agenda therefore, shall be given by the Secretary to the members and also to secretaries of Recognised Local Valuers' Associations. Ten shall be a quorum.

SPECIAL MEETINGS

9. In the event of not less than seven individual members, desiring a Special Meeting of the Council or of the Association to consider any matter of urgency or of immediate importance, notice signed by the requisitionists shall be given to the Secretary, who, if directed by the President or Vice-President (who shall be entitled to decide whether the matter is urgent or important) shall call such a Special Meeting accordingly. Special Meetings of the Association may also be held at any time the Council deem desirable, but at least ten clear days' notice of such meeting, with the Agenda therefore, shall be given by the Secretary to the members, and also to the secretaries of all the recognised Local Valuers' Associations. Ten shall be a quorum.

PRESIDENT and VICE PRESIDENT

10. A President and Vice President shall be elected at the Annual Meeting of the Association for a two year term. The election shall if desired by any member be by ballot amongst the members present at the Meeting. The property and funds of the Association shall be vested in the President and Vice President for the time being as Trustees for the Association.

COMMITTEES

11. The Council shall have power to appoint Committees, either permanently or temporarily, to deal with special subjects as they may think fit, and to make rules for the transaction of business connected therewith. Such Committees shall appoint their own Chairman.

COMMUNICATIONS WITH RECOGNISED LOCAL VALUERS' ASSOCIATIONS

12. (a) All communications with recognised Local Valuers' Associations shall be made through their secretaries and the Secretary of this Association.

(b) Members of Recognised Local Valuers' Associations shall be entitled to attend General Meetings of the Association but not to vote.

REPORTS

13. The Council shall present to the Annual Meeting a Report of the Proceedings of the Association and of the Council, and also a Statement of Accounts for the preceding year.

BUSINESS AT MEETINGS

14. Any member, may give notice of any motion to be made at an Annual Meeting or Special Meeting of the Association, but such notice must be given to the Secretary at least 28 days before the Meeting and the Secretary shall send a copy of such notice to all members and Recognised Local Valuers' Associations at least 14 clear days before such Meeting.

ALTERATION OF CONSTITUTION AND RULES

15. The Constitution and Rules of the Association may from time be altered and or amendments of the Constitution and/or rules may be made at any Annual Meeting of the Association provided that (1) notice of any motion for such alteration or amendment is given to the Secretary twenty one days before the Meeting and a copy is sent by him to each member, and Recognised Local Valuers' Association at least fourteen clear days before such Meeting, (2) not less than two-thirds of the members present at the meeting vote in favour of any motion to alter the Constitution and (3) a majority of the members present at the meeting vote in favour of any motion to alter the rules.

RESOLUTIONS

16. No motion to rescind any resolution of the Association which has been passed within the preceding six calendar months, nor any motion to the same or substantially the same effect as a motion which has been negative within the preceding six calendar months, shall be entertained unless twenty-eight days' notice thereof has been given to the Secretary, who shall give notice of such motion to each member at least fourteen clear days before the Meeting, and no such motion shall have effect unless there vote in favour thereof at least two-thirds of all the members present and entitled to vote.

NOTICES

17. All Notices required hereby may be sent by post, and shall be deemed to be served on the day on which they are posted.

RULES

ADMISSION AND RECOGNITION

1. Every applicant for admission as a member must be proposed by one and seconded by another member who has personal knowledge of the character and fitness of the applicant. Applicants shall complete a form of application for admission in which they shall give particulars of their qualifications and experience.
2. Applications for recognition from any Local Valuers' Association in Scotland shall be laid before the Council at their Meeting next following receipt thereof, and if approved by the Council such Associations shall thereupon be recognised by this Association and recorded as such.

AGENDA

3. No business shall be transacted at a Meeting of the Association unless specified in the agenda relating thereto, or declared to be urgent by the votes of three-fourths at least of the members then present but no resolution relating to Rules or Allowances shall be moved at any meetings unless the exact wording of such resolution shall have been intimated to members with the notice of the meeting.

CHAIRMANSHIP OF MEETINGS

4. Meetings of the Association shall be presided over by the President or in his absence by the Vice President, and in the absence of both the Meeting shall elect a Chairman from amongst the other members of the Council present.

MINUTES

5. Minutes of the proceedings of every Meeting of the Association, Council and Committees shall be recorded by the Secretary in a book kept for that purpose and be signed by the Chairman of the Meeting to which they refer, or of that at which they are read and approved. Every such Minute when so recorded and signed shall in the absence of proof of error therein be considered a correct record.

VOTING

6. Every question at Meetings of the Association, except as otherwise provided for in the Constitution, shall be determined by a majority of the votes of members personally present, every member having one vote, and in case of equality of votes the Chairman shall have a casting vote in addition to his vote as a member.

ADJOURNMENT OF MEETINGS

7. A Meeting of the Association may adjourn at pleasure and for such time and to such place as it may decide.

FINANCIAL YEAR

8. The financial year shall commence on the 1st day of January in each year and close on the 31st day of December following.

WITHDRAWAL

9. Any member, desiring to withdraw from the Association, may do so by giving six months' notice in writing to the Secretary on or before the 30th day of June in any year and on payment of all arrears of subscription then due.

REMOVAL

10. In the event of any member acting contrary to the interests of the Association or in such a manner as to bring discredit upon it, the Council shall have power to expel such member who shall thereupon cease to be a member or to have any right or interest in the Association or its concerns provided always that when the Council proposes to expel a member they shall give him written intimation of their intention to do so and such member shall be entitled, within 21 days of the service of such notice, to make written representations to them against the proposed expulsion or to apply to be heard in that regard by the Council and he shall accordingly be so heard.

DELEGATES

11. Each affiliated recognised Local Valuers' Association shall forward to the Secretary of this Association shall forward to the Secretary of this Association the name and address of its delegate and in the event of a fresh delegate being nominated to the Council, notice thereof shall at once be given.

REFERENCE TO COUNCIL

12. It shall be competent for any member, or Recognised Local Valuers' Association to bring before the Council in writing any point of practice or procedure for the opinion of the Council thereon but the Council shall be entitled to withhold their opinion when they consider it expedient to do so.

APPOINTMENT OF DEPUTY

13. In the event of a member of the Council representing a Recognised Local Valuers' Association being incapacitated through illness or otherwise, the president of such Association shall have the power to nominate in his place another member appointed by his Association to act during the term of the original member's incapacity.