

# Chester Scouts

## Constitution of Chester and District Scout Council



2025 EDITION

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**Scouts**

Chester and District

# Chester and District Scout Council

Registered charity number 511406

## Constitution

### Charity trustees collectively:

- **ensure that the charity is carrying out its purposes for the public benefit**
  - **comply with the charity's governing document and the law**
    - **act in the charity's best interests**
    - **manage the charity's resources responsibly**
    - **act with reasonable care and skill**

### 1. Introduction

1.1 Chester and District Scout Council (the Council) is the unincorporated charitable association which supports Scouting in Chester and District.

1.2. Policy Organisation and Rules (POR) is a document published by The Scout Association under the authority of its Royal Charter and Rule 5 of POR is incorporated in this Constitution as if set out in full.

1.3. In addition to the elements of this Constitution required by POR, the Council has also adopted a number of local provisions, as described in paragraphs 2-5 below.

1.4. None of the additional provisions are intended to be in conflict with the requirements of POR.. If there is determined to be a conflict between the requirements of POR and this Constitution, then the requirements of POR take precedence.

## Additional Provisions

### 2. The District Trustee Board (the Board)

2.1 In addition to ex officio members, the Board shall consist of up to eight members appointed by the Annual General Meeting of the Scout Council, each serving for a period of up to three years (as decided by the Council). Trustees may serve for consecutive terms totalling no more than nine years.

2.2 The following are appointed by the Annual General Meeting of the Council and are ex officio members of the Board in addition to those provided for by POR in Rule 5:

- The District Chair
- The District Treasurer

2.3 The administration required for the Board shall be conducted by a member of the Council approved by the Board.

2.4 In the event of urgent action on any matter being required before the next scheduled meeting of the Board, the District Chair may approve such action as may be necessary after

discussion with the District Lead Volunteer and the District Treasurer. A full report must be made to the next meeting of the Board.

### **3. Attendance at meetings of the Board**

The following additional persons have a right of attendance at all meetings of the Board:

- 3.1 Up to four young people (drawn equally from the Explorer Scout Section and the Scout Network) nominated by the District Youth Lead in consultation with the District Youth Forum.
- 3.2 District Vice Presidents.
- 3.3 The Chairs of Committees of the Board (if not already members of the Board).
- 3.4 The Manager of the Council's shop.

### **4. Board Committees (referred to in POR as sub-teams of the Board)**

- 4.1 The Board may appoint Committees to support the Board in the discharge of the duties of the Board and shall determine the terms of reference (including any delegations) for such Committees.
- 4.2 The membership of all Committees is subject to formal approval by the Board on an annual basis.
- 4.3 The District Chair is an ex officio member of all Committees but may delegate this duty to other members of the Board, subject to approval by the Board.
- 4.4 The Chairs of all Committees shall be specifically appointed by the Board. If a Chair as so appointed is not a member of the Board then at least one of the ordinary members of the Committee must be.
- 4.5 Committees shall report to the Board on their activities at such intervals as may be required by the Board.

### **5. Conduct of Meetings**

- 5.1. The quorum for meetings of the Council is fifteen members; for the Board is five members (or, if there are vacancies, one third of the current members plus one); and for Committees is three members.
- 5.2 All general meetings of the Council other than Annual General Meetings shall be called special general meetings.
- 5.3 The Board may call a special general meeting of the Council at any time.
- 5.4 The Board must call a special general meeting if requested to do so in writing by at least twenty members. The request must state the nature of the business that is to be discussed. If the Board fails to hold the meeting within twenty-eight days of the request, the members may proceed to call a special general meeting but in doing so they must comply with the provisions of this Constitution.
- 5.5. The minimum period of notice required to hold any general meeting of the Council is fourteen clear days from the date on which the notice is deemed to have been given, provided that:

- The notice must specify the date, time and place of the meeting and the general nature of the business to be transacted. If the meeting is to be an annual general meeting, the notice must say so.
- The notice must be given to all the members and to the Board. The notice is deemed to have been given if it has been posted on the Council's public website and/or the public Chester Scouts Facebook page, and/or the Council's eUPDATE email.

May 2025