

### **1. Aim**

To provide activities for Barrhill residents and attractions to bring a wider audience to Barrhill inline with the Charitable aims of the Barrhill Development Trust (BDT).

### **2. Objectives**

The BDT has instructed the Development Officer to ensure there are activities and attractions to meet it's charitable objectives, the BAA is the chosen instrument.

### **3. Attendees** - Anyone living within the Barrhill community area may attend and make suggestions.

### **4. Quorum and decision making**

At least 3 residents of Barrhill present at any meeting, which has previously been advertised for at least 7 days shall be considered quorate. All suggestions are reported by the Development Officer to the BDT board for formal approval, no decision by the BAA is finalised until agreed by the BDT board

### **5. Frequency**

In general meetings will be held once every calendar month but during holiday periods a meeting may not be held. There will be a minimum of 6 meetings per year whilst the BAA continues to exist.

### **6. Scope & duties**

The scope is for at least 6 activities to attractions per calendar year, aiming for 12.

For Barrhill residents: Activities can include, but are not limited to, outings to events of cultural interest, sporting activities and activities within the area of Barrhill using the Hall and/or Arnsheen Park.

For a wider audience, activities could include but are not limited to fayres and fetes.

After consulting the attendees of the first BAA of each year, the Development Officer will present a budget to the BDT Board for their consideration. The BDT Board may approve some, all or none of the budget and may choose to meet funding requests entirely or in calendar segments as they see fit.

### **7. Delegated Powers and limitations**

The BDT Board have not delegated any powers to the BAA which do not ordinarily reside within the role of the Development Officer and do not delegate any powers to anyone who attends the BAA.

Any residents of the Barrhill benefit area who is present at a BAA meeting, whether they are a current or previous BDT Board member, can not speak for the board and must not seek to usurp the Board or it's employees in any way. This includes, but is not limited to, conduct unbecoming for a Trustee. Failure to adhere to this condition will result in that individual being excluded from BAA meetings and may have further consequences with regards to the position as a Trustee.

The Development Officer is responsible for ensuring spending does not exceed any agreed budget, and must refer to the Board should they have any reason to believe there are concerns around projected budgets. The same principles for accounting must be employed as is required for all BDT expenditure.

### **8. Rights & obligations especially financial**

The BAA must use either the BDT logo or the BAA logo on all publicity. The BAA may apply to BDT for funding, but also to other bodies. The BDT is not obliged to fund all activities nor to fund activities in their entirety. Any funds raised by the BAA are unrestricted BDT funds and can not be donated to another cause or charity without written permission, which is unlikely to be granted except in unusual circumstances. The BAA may choose to fund activities by charging for them to help to meet costs or the BDT may require the BAA to charge for activities to meet costs.

### **9. Reporting, Monitoring and effectiveness**

The contents and outcomes of a BAA must be reported as part of the Development Officer's monthly report to the BDT Board. The BDT Board may also require more detailed reporting for specific activities.