



## **LOC Model Constitution February 2017**

### **Frequently asked questions**

#### **How should a LOC transition to electing a third of the committee every year if they whole committee was elected in 2016 for a three-year term?**

The most pragmatic way to deal with the transition is for the committee to divide itself into three groups with a third of members having a reduced term of one year (standing for election at the 2017 AGM), a third having a reduced term of two years (standing for election at the 2018 AGM) and the final third completing the full three years.

#### **Do we need to wait until the 2017 to adopt the revised LOC Model Constitution?**

According to the current Constitution the Committee may make amendments to the Constitution with the approval of no less than three quarters of the members of the Committee, therefore they do not need to wait for the AGM to adopt a revised Constitution. However, including adoption of the revised LOC Model Constitution as an agenda item at the AGM is recommended as good practice.

#### **Does 'independent inspection by a suitable person' mean the accounts need to be formally audit by a qualified Accountant?**

'Independent inspection by a suitable person' does not mean a formal audit by a qualified Accountant is required.

#### **Can LOCSU identify a suitable person to carry out the inspection of the LOC's accounts?**

Some LOCs have a reciprocal agreement with a neighbouring LOC that their respective Treasurers will carry out the inspection of the other's accounts. Any Treasurer who needs help identifying a suitable person to inspect the LOC accounts should contact [info@locsu.co.uk](mailto:info@locsu.co.uk)

#### **Can LOCSU provide advice on what is considered appropriate expenditure for an LOC?**

LOCSU has a training module for LOC Treasurers <https://www.locsu.co.uk/what-we-do/training/>. Any Treasurer who needs further advice should contact [info@locsu.co.uk](mailto:info@locsu.co.uk)

**Can an individual vote once themselves and act as a proxy for any type of contractor?**

Yes. An individual can vote themselves and act as a proxy for any contractor whether this contractor be a limited company, a partnership or an individual.