

McCafferty J (John)

From: Burns R (Rod)
Sent: 13 March 2015 15:29
To: McCafferty J (John)
Subject: FW: CHA

Miss Smith Mrs Rodgers
To note and file WS
13/3/15
J McCafferty
13/3/15

Just gone – Rod

From: Burns R (Rod)
Sent: 13 March 2015 15:28
To: [REDACTED]
Subject: CHA

Dear [REDACTED]

Thanks for your message of February 19, and associated paperwork, which meets our requirements. There are a couple of small issues we'll need to bottom out before proceeding:

- Can you confirm that before we authorise, and you conduct, any of the booked ceremonies on behalf of Caledonian Humanist Association, you have formally resigned from HSS?
- You've indicated 11 potential marriage celebrants from a pool of 22 interested members of CHA. As you will be a new organisation authorised by NRS, we'll need to see a business case showing the need for this number of celebrants (i.e. to match numbers of celebrants authorised to demonstrable numbers/business needs).
- Lastly, given the way we (and the registration service locally) work, we will be able to authorise the first six bookings, and you'll need to apply for the upcoming ceremonies after that date in blocks no earlier than 3 months prior to the date of the ceremony.

I hope these additional questions are clear, and would be happy to talk through on the details below.

Yours

Rod Burns

Deputy Registrar General
National Records of Scotland

Preserving the past; recording the present; informing the future

New Register House
3 West Register Street
Edinburgh, EH1 3YT

(0131) 314 4434

From: [REDACTED]
Sent: 19 February 2015 15:22
To: Burns R (Rod)
Subject: RE: Caledonian Humanist Association (CHA)

Thanks Rod.

I hope the following is sufficient:

- Constitution - I have attached a copy of the CHA constitution.
- Membership - currently, there are 22 interested members, 11 of whom are Celebrants. All members are based in Scotland. There are a number of others Celebrants who would be prepared to join as long as they would be able to continue carrying out legal weddings in their communities. The constitution sets out that there will be three meetings per year. However, once we get started and grow into campaigning and chaplaincy (for example) then meetings for those purposes will be carried out far more often.
- Wording – please find attached a copy of the proposed CHA ceremony structure, with emphasis on the legal declarations.
- The designation that Celebrants would use when signing the marriage schedule is “Humanist Celebrant, Caledonian Humanist Association”
- Please find attached letters from two office bearers in support of my application.
- I have attached a spreadsheet with details of my current ceremony bookings, covering from the 1st April 2015 to the 18th March 2017.

I look forward to hearing from you at your earliest convenience.

Best wishes,

[REDACTED]

Ceremony Structure – entirely without religious content as in keeping with humanist principles

Welcome

Explanation of type of ceremony and humanist principles

Reflections on marriage

Reading

Bride and Groom's Story – In Their Own Words

Further reflections on marriage

Reading

Marriage Vows

Legal Declarations

Exchange of Rings

Signing of the Marriage Schedule

Closing Words and thanks

Well Wishing Reading

Grand Exit Happy Couple

LEGALITIES

Couple's Mandatory Declarations

In all our legal ceremonies the couple should declare to one another:

"I NAME accept you, NAME, in marriage"

The couple may read this declaration to one another or repeat after the celebrant.

Couple's Declaration Variations

"I, NAME, solemnly and sincerely accept you, Name , in marriage

"I NAME accept you, NAME, to be my lawfully wedded wife/husband"

"I NAME accept you, NAME, in marriage as my equal partner

Celebrant's Mandatory Declaration

"**NAME AND NAME**, following the declarations you have made in my presence and in the presence of both your witnesses and guests, ...

"I **declare** you legally **married**" OR

"I have much pleasure in **declaring you married** "

"I have much pleasure in **declaring** that you are now husband and wife"

Constitution of the Caledonian Humanist Association

1) NAME

The name of the association shall be the Caledonian Humanist Association, hereafter referred to as the Association.

Humanism is the outcome of a long tradition of free thought that has inspired many of the world's great thinkers and creative artists and gave rise to science itself.

The fundamentals of modern Humanism are as follows:

1. Humanism is ethical. It affirms the worth, dignity and autonomy of the individual and the right of every human being to the greatest possible freedom compatible with the rights of others. Humanists have a duty of care to all of humanity including future generations. Humanists believe that morality is an intrinsic part of human nature based on understanding and a concern for others, needing no external sanction.
2. Humanism is rational. It seeks to use science creatively, not destructively. Humanists believe that the solutions to the world's problems lie in human thought and action rather than divine intervention. Humanism advocates the application of the methods of science and free inquiry to the problems of human welfare. But Humanists also believe that the application of science and technology must be tempered by human values. Science gives us the means but human values must propose the ends.
3. Humanism supports democracy and human rights. Humanism aims at the fullest possible development of every human being. It holds that democracy and human development are matters of right. The principles of democracy and human rights can be applied to many human relationships and are not restricted to methods of government.
4. Humanism insists that personal liberty must be combined with social responsibility. Humanism ventures to build a world on the idea of the free person responsible to society, and recognises our dependence on and responsibility for the natural world. Humanism is undogmatic, imposing no creed upon its adherents. It is thus committed to education free from indoctrination.
5. Humanism is a response to the widespread demand for an alternative to dogmatic religion. The world's major religions claim to be based on revelations fixed for all time, and many seek to impose their world-views on all of humanity. Humanism recognises that reliable knowledge of the world and ourselves arises through a continuing process of observation, evaluation and revision.
6. Humanism values artistic creativity and imagination and recognises the transforming power of art. Humanism affirms the importance of literature, music, and the visual and performing arts for personal development and fulfilment.
7. Humanism is a life stance aiming at the maximum possible fulfilment through the cultivation of ethical and creative living and offers an ethical and rational means of addressing the challenges of our times. Humanism can be a way of life for everyone everywhere.

Our primary task is to make human beings aware in the simplest terms of what Humanism can mean to them and what it commits them to.

By utilising free inquiry, the power of science and creative imagination for the furtherance of peace and in the service of compassion, we have confidence that we have the means to solve the problems that confront us all. We call upon all who share this conviction to associate themselves with us in this endeavour.

Thereafter referred to as "the Amsterdam Declaration", as adopted by the International Humanist and Ethical Union Congress (IHEU) 2002.

2) OBJECTS

The object of the Association shall be:

- to promote humanism in Scotland as per the Amsterdam Declaration

3) POWERS

In furtherance of the objects, but not otherwise, the Management Committee may exercise the power to:

- i. Promote and provide Humanist Ceremonies to the public in Scotland.
- ii. Provide a network of Celebrants authorised by the Association to carry out Humanist Ceremonies in Scotland.
- iii. Promote, provide and develop Humanist Chaplaincy services.
- iv. Invite and receive contributions and raise funds where appropriate, to finance the work of the Association, and to open a bank account to manage such funds.
- v. Publicise and promote the work of the Association and organise meetings, training courses, events or seminars etc.
- vi. Work with groups of a similar nature and exchange information, advice and knowledge with them, including co-operation with other voluntary bodies, charities, statutory and non-statutory organisations.
- vii. Employ staff and volunteers as are necessary to conduct activities to meet the objects.
- viii. Take any form of action that is lawful, which is necessary to achieve the objects of the Association.

4) MEMBERSHIP

- i. Membership shall be open to anyone who has an interest in assisting the Association to achieve its aim and is willing to adhere to the rules of the Association.
- ii. Where it is considered membership would be detrimental to the aims and activities of the Association, the Management Committee shall have the power to refuse membership, or may terminate or suspend the membership of any member by resolution passed at a meeting.
- iii. Members shall have the right to appeal via an independent adjudicator determined by mutual agreement of the management committee.
- iv. Any member of the association may resign his/her membership by providing the Secretary with written notice.

5) MANAGEMENT COMMITTEE

- i. The Association shall be administered by a management committee of no less than three (3) people and no more than fifteen (15), who must be at least 16 years of age. Members will be elected for a period of up to one year, but may be re-elected at the Association's AGM.

6) OFFICERS

- ii. The Association shall have a committee consisting of:
 - a. The Chairperson
 - b. The Treasurer
 - c. The Secretary

and any additional officers the Association deems necessary at the meeting required to carry out the required activities.

7) MEETINGS

- i. The committee shall meet at least three times a year. Meetings shall enable the Association to discuss actions and monitor progress to date, and to consider future developments.
- ii. All members shall be given at least fourteen (14) days' notice of when a meeting is due to take place, unless it is deemed as an emergency.
- iii. Two-thirds of committee members must be present in order for a meeting to take place.
- iv. It shall be the responsibility of the Chairperson to chair all meetings or a designated deputy in his/her absence. All meetings must be minuted and accessible to interested parties.
- v. The AGM shall take place no later than three months after the end of the financial year. At least fourteen (14) days' notice must be given before the meeting takes place.
- vi. All members are entitled to vote at the AGM. Voting shall be made by a show of hands on a majority basis. In the case of a tied vote, the Chairperson or an appointed deputy shall make the final decision.

8) FINANCE

- i. Any money acquired by the Association, including donations, contributions and bequests, shall be paid into an account operated by the Management Committee in the name of the Association. All funds must be applied to the objects of the Association and for no other purpose.
- ii. Bank accounts shall be opened in the name of the Association. Any deeds, cheques etc relating to the Association's bank account shall be signed by at least two (2) of the following committee members: Chairperson; Treasurer; Secretary.
- iii. Any income/expenditure shall be the responsibility of the Treasurer who will be accountable to ensure funds are utilised effectively and that the Association stays

within budget. Official accounts shall be maintained, and will be examined annually by an independent accountant who is not a member of the Association. An annual financial report shall be presented at the AGM. The Association's accounting year shall run from 01 April to 31 March.

9) ALTERATION OF THE CONSTITUTION

- i. Any changes to this constitution must be agreed by a majority vote at a special general meeting.
- ii. Amendments to this constitution or dissolution of the Association must be conveyed to the Secretary formally in writing. The Secretary and other officers shall then decide on the date of a special general meeting to discuss such proposals, giving members at least four weeks (28 days) notice.

10) DISSOLUTION

- i. The Association may be dissolved if deemed necessary by the members in a majority vote at a special meeting. Any assets or remaining funds after debts have been paid shall be returned to their providers or transferred to local charities or similar groups at the discretion of the Management Committee.

This constitution was adopted at an AGM held at 20 Ashworth Terrace, Hamilton, ML3 9JQ on 14th February by:

Signed: Chairperson



Signed: Treasurer



Signed: Secretary

