

## **Winchmore Hill Residents' Association Constitution**

1. **Title** The association shall be named The Winchmore Hill Residents' Association.

2. **Aims and Objectives**

- a) To preserve and improve the existing amenities in the area.
- b) To promote and stimulate interest in affairs of the Borough
- c) To cooperate with any other non-party political body or bodies with similar aims and objectives.
- d) To organise, either alone or jointly with other bodies, united action in matters of local concern and to represent the views and opinions of local residents.

3. **Membership**

*a ) Membership shall be open to any resident of 18 years or over who lives in the area bounded by The Bourne (north west boundary of Grovelands Park to Fox Lane), Bourne Hill, Green Lanes (Hedge Lane to Barrowell Green) Barrowell Green (including Barrowell Close), Firs Lane (Barrowell Green to Percy Road), Percy Road, Ridge Avenue (Percy Road to Green Lanes), Green Dragon Lane, Eversley Park Road (Green Dragon Lane to Chaseville Park Road), Chaseville Park Road (Eversley Park Road to east boundary of Oakwood Park), East boundary of Oakwood Park (Chaseville Park Road to Willow Walk), Willow Walk, Eversley Park Road (Willow Walk to Winchmore Hill Road) (including Springbank and Meadbank), Church Hill (Winchmore Hill Road to north west boundary of Grovelands Park), North west boundary of Grovelands Park (Church Hill to The Bourne).*

*b ) People of 18 years or over who do not live in area designated in sub-paragraph 3 a ) can become members at the discretion of the Management Committee if they work or study in the Winchmore Hill area or can demonstrate that they have another type of strong connection with the area.*

c ) Members who move to other districts or areas beyond Winchmore Hill may retain their membership at the discretion of the Management Committee.

4. **Subscriptions**

Subscriptions shall be decided by the Management Committee and ratified at the AGM. Each subscription shall be payable in respect of a household of up to four adults.

Only those members whose subscription is paid up for that current financial year shall be eligible to vote on at public meetings.

## 5. Management

- a) The Association shall have a President
- b) The Association shall be managed by a committee, which shall include a **chair**, vice-**chair**, secretary, treasurer and membership secretary and not more than twelve other members.
- c) All members shall act in an honorary capacity.
- d) The president shall be eligible to attend meetings of the Management Committee but shall have no vote.
- e) No Member of Parliament or serving local councillor shall be eligible to serve on the Management Committee.

## 6. Election of Officers and Committee

- a) The President, Vice-President and Management Committee members shall be elected at the Annual General Meeting. Any nominations shall be submitted in writing at least seven days before the date of the AGM. ***If no nomination has been received for any post at the time of the AGM, a nomination for it may be submitted at the AGM.***
- b) The Management Committee may fill any vacancy or vacancies which may occur during the year.
- c) The Management Committee may appoint sub-committees as it considers necessary. Such sub-committees may include non-members of the Association.
- d) Upon resignation members should return any papers or disks pertinent to the Association.

## 7. Committee Meetings

The Management Committee shall meet at least ten times each year. The quorum shall be 50% of the Management Committee.

## 8. Finance

- a) The financial year shall begin on 1<sup>st</sup> **September** and end on 31<sup>st</sup> **August**.
- b) The account of the Association shall be audited by an honorary independent examiner.

c) A bank account shall be maintained in the Association's name. Cheques must be signed by the **Chair** and the Treasurer.

d) The Association shall reimburse expenditure, properly incurred, on the Association's business, with the approval of the Management Committee.

#### **9. Annual General Meeting**

The Annual General Meeting shall be held in **October** each year. Fourteen days' notice thereof shall be given to all members.

Business shall include the following:-

- a) The **Chair's** report
- b) The Accounts and Balance sheet for the preceding financial year.
- c) Election of President and Management Committee members.
- d) Appointment of an independent examiner.
- e) Discussion of business of which notice has been given in writing, prior to the 1<sup>st</sup> **October**.
- f) Transaction of any other business.

#### **10. Extraordinary Meetings**

These may be convened if agreed by a majority of the Management Committee.

#### **11. Amendments to the Constitution**

The decisions to amend the Constitution may only be taken after majority decisions at the Annual General Meeting or Extraordinary General Meeting. Proposals for amendments should be submitted to the **Chair** at least one month prior to the Annual General Meeting or Extraordinary General Meeting. A majority of at least two thirds of those present and voting is necessary for an amendment to be made to the Constitution.

#### **12. Dissolution of the Association**

a) The Association can only be dissolved by a resolution of an Extraordinary General Meeting, carried by a two thirds majority of those present and voting.

b) Upon dissolution, unless the winding-up dissolution shall otherwise determine, any net assets of the Association shall be distributed to a registered local charity.

#### **13. Representation at conferences, enquiries, or other meetings**

The Management Committee may delegate one or more persons to represent the Association as it deems fit.