

SOUTHBROOM RATEPAYERS ASSOCIATION - CONSTITUTION

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CONSTITUTION

NAME

Southbroom Ratepayers Association

AIMS AND OBJECTIVES

To promote and protect the interests and welfare of the members of the Association.

MEMBERSHIP

All Southbroom Ratepayers are eligible for membership.

SUBSCRIPTIONS

Annual subscriptions shall be amended as necessary.

POWER OF THE EXECUTIVE COMMITTEE

- The affairs of the Association shall be managed by an Executive Committee of six members including a Chairman, a Vice Chairman, a Treasurer and a Secretary. The Executive Committee shall be elected at the Annual General Meeting. The four officers will be appointed by the Executive Committee.
- The Executive Committee shall meet whenever considered necessary by the Chairman, but not less than once every quarter.
- A special Executive Committee shall be convened by the Secretary on a written request signed by three members of the Executive Committee. The request shall specify the reason for calling the meeting which shall be held within ten days from the date of the request.
- The Executive Committee shall have the authority to co-opt any suitable member of the Association for a specific purpose or to fill a vacancy on the Executive Committee.
- Three members shall form a quorum.
- In the event of an even number of votes, the Chairman shall have a second or casting vote.
- A member of the Executive Committee who absents himself from three consecutive meetings without leave or valid reason to the satisfaction of the Executive Committee, shall be deemed to have resigned.

INDEMNITY

The Executive and all Officers of the Association are hereby held harmless by the Association for all losses, costs of damages or expenses which they may lawfully incur in the execution of their duties or carrying out of their services and trusts, provided that such loss or damage be not occasioned by mala fide acts of such members or officers or through their wilful default.

GENERAL MEETINGS

- The Annual General Meeting shall be held during December or as soon as possible thereafter.
- The Executive Committee shall have the authority to convene ordinary General Meetings whenever considered necessary.
- A Special General Meeting shall be convened by the Secretary on written request signed by at least fifteen members. The request shall specify the reasons for requesting the meeting which shall be held within ten days from the date of the request.
- No less than one week's notice shall be given of all General Meetings.
- Twenty-five members present in person or by proxy shall form a quorum. If there is no quorum within thirty minutes of the starting time, the meeting shall be adjourned

for not more than ten days. Any number of members present at the adjourned meeting shall form a quorum.

- All members present at a meeting shall be eligible to vote. In the event of an equal number of votes, the Chairman shall have a second or casting vote.
- Resolutions at Annual and Ordinary General Meetings shall be carried by simple majorities, with the exception of amendments to the Constitution which will require two-thirds majorities.
- Proxy votes shall be accepted provided these are received by the Secretary at least 8 hours before the date of the meeting.

MINUTES

- The minutes of the Annual General Meeting shall be dealt with at the first meeting of the newly elected Executive Committee meeting, following, and shall be confirmed at the next General Meeting.
- The Minutes of an Ordinary or Special General Meeting shall be dealt with at the first Executive meeting following, and shall be confirmed at the next General Meeting.
- The minutes of an Executive Committee meeting shall be dealt with, confirmed and signed at the next Executive Committee meeting.

FINANCE

- The financial year shall run from 1 December to 30 November.
- The Treasurer shall deposit all moneys in a Bank or Building Society, as directed by the Executive Committee.
- The Treasurer shall keep a record of all income and expenditure and shall report on these at ordinary Executive Committee meetings. The Treasurer shall also present an annual statement of income and expenditure at the Annual General Meeting.

DISSOLUTION

In the event of dissolution of the Association, all assets and funds in hand or invested shall be disposed of in accordance with the resolution passed by a two-thirds majority at a General Meeting, provided no funds revert back to the members of the Association.

INTERPRETATION

Should any doubt arise as to the meaning or interpretation of any of the terms or provisions of the Constitution or any resolution of the Association or the Executive or any other committee appointed by the Executive, the decision of the Executive of the Association shall be final and binding.

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This constitution was approved at the Annual General Meeting held at Southbroom on 18 December 2004.