

WHINFIELD RESIDENTS ASSOCIATION

(INC. THE FRIENDS OF BEECH WOOD)

NAME

**The name of the Association shall be Whinfield Residents Association,
(incorporating the Friends of Beech Wood)**

AIMS

**To promote members interests and rights and to encourage social, welfare
and recreational activities in the area.**

**To promote and improve conditions, amenities and the environment of the
community.**

Promote equal opportunities within the community.

Be non- party political.

To foster good relations amongst all residents of the area.

MEMBERSHIP

**Membership is open to all residents of Whinfield, and to all persons with an
interest in the area. Must be over 18 years old. Membership is free and will
be recorded by the Secretary.**

ORGANISATION

Officers of the Association shall be,

Chair	Treasurer	Secretary
Vice chair	Fundraising Officer	

Management Committee

**The affairs of the Association shall be administered by this Committee which
should consist of the Officers plus a maximum of twelve other members of
the Association.**

**The Officers and Management Committee shall be elected annually by a
ballot of members present at the Annual General Meeting, and nominations
should be made and seconded in writing by members of the Association to the**

Secretary not less than seven days before the date of that meeting, indicating the respective nominee's willingness to stand.

A quorum for the meeting of the Management Committee shall consist of two officers and four Committee members.

The management committee may invite to any of the meetings of the Association, in an advisory or consultative capacity, such person or persons as they think fit.

FINANCE

Bank account is to be in the name of Whinfield Residents Association.

Cheque signatories to be Chair, Secretary and Treasurer.

All cheques and instructions to the Association's bankers shall require two of the above signatories.

All banking of monies to be done by Treasurer or his/her nominee.

Accounts to be audited annually and audited accounts to be submitted by the Treasurer to the Annual General Meeting.

All monies from the Friends of Beech Wood shall be held ringfenced in the Whinfield Residents Association bank account for the sole use of the Friends of Beech Wood.

MEETINGS

General - Secretary will publicise at least 7 days in advance.

A quorum shall consist of eight members.

Special - Special General meetings may be called by the Chair or a Management Committee member acting for the Chair in the following cases;

- 1. Upon direction of the Management Committee,**
- 2. On a written request signed by not less than 15 members of the Association entitled to attend and vote at the AGM, the request to be delivered to the Secretary not less than 21 days prior to the date proposed for such a meeting.**
- 3. At the request or demand of the Auditors.**

A quorum shall be 2 Officers and 8 members.

AGM - The Annual general meeting shall be held in October, and the agenda shall be;

- To receive Officers Reports for the preceding year
 - To receive audited accounts for the preceding year.
 - To appoint auditors for the ensuing year.
 - To conduct elections.
 - To transact any business relating to the Constitution.
- A quorum shall be 2 Officers and 8 members.

VOTING

Each member of the Association shall be entitled to one vote, matters being decided by a simple majority. The chair shall have a casting vote.

CONSTITUTION CHANGES

The Constitution can be altered at an AGM or SGM.
Any suggested changes to the Constitution must be handed to the Secretary 21 days before the AGM.
Changes to the Constitution must be agreed by two thirds of members present

WINDING UP

In the event of the Association being dissolved, any properties or surplus funds remaining after debts and liabilities have been discharged, shall be donated to charity.

The association may only be dissolved at a SGM called for that purpose and must be advertised 14 days before that meeting.

A proposal to dissolve the Association shall take effect only if agreed by two thirds of members present at that meeting.

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