

FOX LANE & DISTRICT RESIDENTS' ASSOCIATION

CONSTITUTION – JUNE 2012

1. TITLE

The Association shall be named the Fox Lane & District Residents' Association (hereafter called the Association)

2. AIMS & OBJECTIVES

- a) To preserve and improve the existing amenities of the area.
- b) To promote friendly co-operation and extend the spirit of neighbourliness among residents of the London Borough of Enfield and in particular the area covered by the Association.
- c) To promote an active interest in the affairs of the Borough.
- d) To maintain an awareness of what is happening in the Area covered by the Association, and in other areas that might affect residents, and to work to ensure that organisations or individuals do not impair existing amenities and/or conditions of the Area's environment.
- e) To liaise with the Borough Council in the execution of its duties and to represent the residents of the area when matters of a contentious nature arise.
- f) To co-operate with other similar organisations in the London Borough of Enfield or neighbouring boroughs.

3. AREA

Open to residents living within the area bordered by The Bourne, Bourne Hill, Green Lanes, Aldermans Hill, Cannon Hill and the High Street.

4. MANAGEMENT

The affairs of the Association shall be managed by a Committee consisting of the following 12 members with power to co-opt members, each and all of whom shall be elected annually at the Association's Annual General Meeting.

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| 1. Chairman | 7. Committee Member |
| 2. Vice Chairman | 8. Committee Member |
| 3. Secretary | 9. Committee Member |
| 4. Treasurer | 10. Committee Member |
| 5. Committee Member | 11. Committee Member |
| 6. Committee Member | 12. Committee Member |

Further responsibilities for Committee Members to be nominated and agreed by the Committee and notified to members at the following General Meeting.

5. FINANCE

The financial year shall begin on January 1st and end on December 31st. The Treasurer shall be responsible for the following:-

- a) Operation of a Current Account and a Savings Account in the name of the Association, both Accounts to be with the same Bank or Building Society, cheques to be signed by two of the following officers, Chairman, Secretary, Treasurer.
- b) Withdrawals from the Savings Account only to be made by transfer into the Current Account.
- c) Petty cash to a maximum of £200 only to be held by the Treasurer at any one time and to be retained in a secure place. Any requirement for a higher amount to be agreed with both the Chairman and Secretary.
- d) The presentation of the statement of the financial affairs of the Association at the Annual General Meeting.
- e) The presentation of a financial statement at each Committee Meeting.

6. MEMBERSHIP

A Committee Member will be elected by the Committee with the responsibility to maintain a record of membership and subscriptions paid and owing.

7. ACCOUNTS

One person other than a Committee member shall be elected at the Annual General Meeting who shall examine the Association's books and check the accounts to be presented at the following Annual General meeting.

8. ANNUAL GENERAL MEETING

The Annual General Meeting shall be held within the first three months of each financial year.

9. COMMITTEE MEETINGS

These should be held within four weeks of a forthcoming General Meeting, or at other times as required. During these meetings arrangements will be made for the required General Meetings.

10. EXTRAORDINARY MEETINGS

To be convened if agreed by a majority of the 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 to be submitted to the Chairman at least one month prior to the Annual General Meeting or Extraordinary General Meeting. A majority of two thirds of those present and voting is necessary for an amendment to be made to the Constitution.

12. QUORUMS

The quorum for a Committee Meeting voting decision shall be at least five Committee Members attending that meeting. The quorum for a voting decision at a General Meeting or AGM shall be at least 15 Association Members, other than Committee members, attending that meeting.

13. SUBSCRIPTIONS

The yearly subscription per household, payable on joining and for subsequent years, shall be decided by the Committee and shall be payable at the beginning of each financial year.

14. AFFILIATIONS

Affiliations to or by other Societies or Organisations must first be approved at a General Meeting and require a two-thirds majority vote by those present and voting. Any such proposals must be notified to Members prior to that meeting. A record of all affiliations to be maintained by the Secretary.

15. DISSOLUTION AND WINDING UP

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. Upon dissolution the net assets of the Association will be distributed in accordance with a two-thirds majority decision on an appropriate resolution at the Extraordinary General Meeting.