

GLENEAGLES RESIDENTS ASSOCIATION

CONSTITUTION

1. NAME

The Association shall be known as the Gleneagles Residents Association.

2. AIMS AND OBJECTIVES

The aims and objectives of the Association shall be:

- a) To represent and promote the interests of all residents living in our area;
- b) To seek to improve conditions for residents;
- c) To work in partnership with local authorities and other agencies to secure our aims;
- d) To monitor the general environment to ensure standards of upkeep and deal with any shortcomings by various bodies;
- e) To monitor the usage of Hailsham Country Park and to ensure that it remains as a community facility and retains its current character;
- f) To encourage the uptake of Neighbourhood Watch to cover the whole of our area;
- g) To liaise regularly with Sussex Police on crime and anti-social behaviour issues.

3. MEMBERSHIP

- a) Membership of the association shall be open to all residents living in the Gleneagles and Grovelands areas;
- b) All members shall have equal voting rights on all issues raised at general meetings that they attend.

4. MANAGEMENT COMMITTEE

- a) A management committee, elected at the annual general meeting, shall run the Association;
- b) The committee shall be run by the Officers (Chair, Vice Chair, Secretary, Treasurer etc) and ordinary members to represent various parts of the Association's area;
- c) The committee shall provide an update twice each year on their activities, via newsletters/the website, and will positively encourage participation from all sections of the community;
- d) There will be a minimum of four committee meetings each year;
- e) At least seven days' notice of committee meetings will be given to all members of the committee;
- f) The quorum for committee meetings shall be four members;
- g) The committee shall deal with any issues of management of the Association which require decisions to be made during the period between general meetings of the Association and shall report these to the next general meeting;
- h) The management committee shall audit the association's accounts at the end of each calendar year. The audit shall be conducted by two committee members, not including the Treasurer.

5. ANNUAL GENERAL MEETINGS

- a) An annual general meeting (AGM) of the Association shall be held once a year within 12-15 months of the previous AGM. Written notice of the AGM must be sent at least fourteen days in advance of the AGM to every household and members must be made aware that they will have the opportunity to make nominations for election or to stand for election themselves and to vote for the officers and committee at the AGM;
- b) The quorum for the AGM shall be 20 members;
- c) The agenda for the AGM shall be:
 - Presentation and acceptance of the minutes from the previous AGM;
 - Presentation of a report showing the committee's activities for the past year;
 - Presentation of audited accounts for the previous year;
 - Election of Officers and the committee for the following year;
 - Discussion of any proposals to amend the Constitution with voting to accept/reject;
 - Discussion of any Resolutions with voting to accept/reject.

6. GENERAL MEETINGS

- a) The main business of the Association shall be conducted at general meetings, which shall be open to all Association members;
- b) The Association shall hold a minimum of one general meeting each year, which could be the AGM;
- c) The Association shall publicise general meetings and public events to all residents in the association's area;
- d) Councillors, and other public officials, shall be invited to attend each general meeting;
- e) At least seven days' notice of general meetings shall be given to all members;
- f) The quorum for general meetings shall be 12 members;
- g) All matters voted on shall be decided by a simple majority of those present and no member shall have more than one vote;
- h) Minutes shall be taken at all meetings and these minutes will be presented at the next meeting for approval. Approved minutes shall be posted on the Association's website.

7. SPECIAL GENERAL MEETINGS

- a) Special general meetings may be called at any time to consider any matter which needs the immediate attention of all members;
- b) Special general meetings may be called at the written request of at least six members of the Association;
- c) At least 14 days' notice of any special general meeting shall be given to members in writing stating the reasons for holding the meeting;
- d) All matters for decision shall be decided by a simple majority of those present and voting.

8. FINANCE

- a) The subscriptions to the Association shall be £10 per household, or any sum decided upon by the AGM;
- b) All money raised by the Association shall be applied to cover the running costs of the Association and the achievement of its aims and objectives;
- c) The Treasurer shall keep proper account of the finances of the Association and shall open a bank account in the name of the Association and keep copies of all relevant invoices and receipts to support expenditure and income;
- d) The committee shall nominate at least three people who can sign cheques who must not be members of the same household. All cheques issued will require two signatures.

9. DISSOLUTION

- a) If the general meeting decides, at any time, by a simple majority, that it is necessary or advisable to dissolve the Association, the officers shall call a meeting of all members, giving at least 14 days' notice in writing, and stating the terms of the dissolution resolution to be proposed at the meeting;
- b) A resolution to dissolve the Association shall be agreed by a majority of those present and voting. All outstanding bills will be paid and the balance of any funds held by the Association will be given to charity.