

# ROWNEY GREEN ASSOCIATION

*Representing Rowney Green and its quality of life.*

## CONSTITUTION

### 1. Name

The name of the society is the **ROWNEY GREEN ASSOCIATION** ("RGA")

### 2. Geographical Area

The RGA serves residents in Rowney Green and its immediate environs.

### 3. Aims

- a) To represent the rights and interests of residents.
- b) To promote membership in order to represent the majority view of residents.
- c) To ensure that residents are consulted and informed regularly.
- d) To work towards improving the quality of life for residents.
- e) To preserve and promote our local history.
- f) To preserve and improve the environment.
- g) To be non-political and non-religious.

### 4. Equality and Diversity

RGA will not discriminate on the grounds of age (except 5c), disability, race, gender, beliefs or sexual orientation.

### 5. Membership

- a) RGA membership is open to all households within the Geographical Area.
- b) RGA members are encouraged to attend the Annual General Meeting (AGM) and vote on policy and the election of the Executive Committee.
- c) All residents (16 or over) in a 'membership' household can vote and be eligible as a candidate for the Executive Committee.
- d) These entitlements are lost if the household subscription is 3 months or more in arrears.
- e) Civility and respect are demanded of all when engaged in RGA business.

### 6. Subscriptions

- a) Subscriptions are fixed annually by the Executive Committee & reported to the AGM.
- b) Subscription are due on joining and then on 01 January in the year due for renewal.

### 7. Meetings

- a) At least 7 days' notice of meetings of the RGA will be given to members.
- b) All meetings are open to non-member residents as non-voting attendees.
- c) Representatives of other organisations (eg: WWT, Bordesley Hall) will be welcome at meetings.
- d) **General Meetings** must be held at least every two months.
- e) 5 members personally present constitute a quorum for a General Meeting.
- f) **Annual General Meetings** (AGMs) must be held in or about May of each year to receive the Officer holders' reports, the accounts and to elect the Executive Committee and confirm subscription rates.
- g) 8 members personally present constitute a quorum for an AGM.
- h) **Special General Meetings** (SGMs) must be held at the written request of 15 or more members whose subscriptions are fully paid up.
- i) 15 (or 50% of membership if that 50% is less than 15) members personally present constitute a quorum for a SGM.

## **8. Executive Committee (EC)**

- a) The EC is responsible for the management and administration of the RGA and is the final arbiter in the event of any dispute and/or issue.
- b) The EC will consist of the Office holders and not more than 5 other members who all serve for 12 months and can stand for re-election.
- c) Office holders are: the Chairman, Vice Chairman, Secretary, Treasurer and Membership Secretary.
- d) The EC must be residents and members.
- e) 5 members personally present constitute a quorum.
- f) The EC has the power to fill up to 3 casual vacancies occurring among the members of the EC between AGMs.
- g) EC members are elected annually at the AGM.
- h) Nominations for election to the EC must be made in writing to the Secretary before the AGM. Nominations must be supported by a member seconder and have the consent of the proposed nominee.
- i) If the nominations exceed the vacancies, a secret ballot of members must take place.

## **9. Declaration of interest**

Any EC member who is in any way directly or indirectly interested financially or professionally in any item discussed at any meeting at which s/he is present will declare such interest and s/he must not discuss or vote on such item (except by invitation of the Chairman).

## **10. Expenses of administration and application of funds**

- a) RGA funds will be held in an account at a high street bank or building society.
- b) The EC will pay all proper expenses of administration and management of the Association out of RGA funds.
- c) After the payment of administration and management expenses and the reserving of such sums by annual review of the EC as may be deemed expedient, the remaining funds may be used by the EC in furtherance of the aims of the RGA.
- d) Any cheque or electronic payment issued must be signed by any 2 designated (but not related) signatories.
- e) RGA accounts must be reviewed by a competent and independent person appointed by the EC and presented by the Treasurer at the AGM.

## **11. Amendments**

This Constitution may be amended/changed by a two-thirds majority of members present at an AGM or SGM of the RGA, provided that 28 days' notice of the proposed amendment has been given to all members. The details and the date of the change(s) will be set out in the minutes of the AGM or SGM.

## **12. Notices**

Any notice required to be given by these rules must be published within the required time in the Calling Oak, or should that or an equivalent not be available placed on the Village Hall notice boards.

## **13. Winding up**

The RGA may be dissolved by a two-thirds majority of members voting at an AGM or SGM of the Association. If a motion for the dissolution of the RGA is to be proposed at an AGM or a SGM this motion shall be referred to specifically when notice of the meeting is given. If dissolution is agreed, the meeting will also agree which local charities shall benefit from any remaining assets.

## **14. Adoption of Constitution**

This constitution was adopted by the RGA's AGM on Monday 05 May 2014, the conditions under para 11 having been met.