



## CONSTITUTION

### 1. Purpose

The Waterside Residents' Association exists to represent the residents of the Waterside, Mountsorrel, Leicestershire. Its purpose is the preservation, improvement, protection and advancement of the community and amenities of the Waterside development.

### 2. Aims

The aims of the Association are:

- To promote and represent the interests of residents, taking action on issues of concern or interest in ways that improve the area and reflect the views of residents.
- To ensure the environment of the Waterside is developed and maintained in line with the expectations of residents.
- To encourage participation of residents in activities organised by the Association, including social activities.
- To cooperate and seek to maintain a good relationship with the developers, Black Hawk Properties, in pursuit of the above.
- To recognise non-resident landlords as interested parties and to keep them informed and consult as necessary on the Association's activities.

### 3. Membership

- Membership is open to all households forming the development, represented by residents aged 18 and over, including the households of numbers 88 and 90, Loughborough Road.
- An annual membership fee may be payable by each household forming the Association, as determined by the Association at its Annual General Meeting. In the event of a household failing to pay this fee within 21 days of a request for payment having been issued, the household's membership of the Association will be suspended.
- At all times, members must behave in a reasonable and proper way when representing the Association or attending meetings or any other functions in connection with it. A member may be suspended from the Association for failure to observe this, or for any other conduct not in line with the aims of the Association. Any member so suspended has the right of appeal to the following General Meeting. If the appeal fails, he or she may be expelled from membership.

### 4. Committee

- The management of the affairs of the Association shall be vested in a Committee consisting of not less than four officers elected by the members of the Association attending the Annual General Meeting.
- The committee will consist of a Chairperson, Vice-chair, Treasurer, Secretary and such other posts as may be decided by the membership at each Annual General Meeting.
- The Chairperson or the Vice-chair will preside at all meetings of the Association. The Secretary will maintain a register of members, keep minutes of meetings of the Association, and sign all notices convening meetings. The Treasurer will keep accounts of the funds of the Association and be responsible for the safe-keeping of all assets.
- The Committee may appoint a member to fill any vacancy caused by the subsequent resignation of any person elected by the Annual General Meeting.
- The Committee may co-opt up to two other persons, non-voting, to its membership, as deemed necessary.
- The Committee will meet together for the despatch of business and regulate their meetings as they think fit.
- The Committee will keep the membership of the Association informed of its discussions and activities through the circulation of minutes of meeting and other reports as necessary.
- All members of the Committee will retire at the conclusion of the Annual General Meeting following the Annual General Meeting at which they were appointed but will be eligible to offer themselves for re-appointment.

## 5. Meetings

- The Association will hold at least two meetings each year, including the Annual General Meeting.
- An announcement of the Annual General Meeting will be made at least 28 days prior to the date of the meeting.
- Other General Meetings may be convened by the Committee giving at least 14 days' notice.
- A General Meeting may be called by a written request to the Secretary, signed by representatives of at least 5 households forming the Association, giving details of the matters to be brought before the meeting. Such a General Meeting shall be held within 21 days of receipt of the request and all members shall be given at least 14 days' notice of the meeting.
- The quorum for all meetings will be at least one quarter of households forming the Association.
- Any matter requiring a vote at any meeting of the Association will be decided by a simple majority of votes cast, with the chairperson of the meeting having an additional casting vote in the case of votes being equal.
- Each household forming the Association will be entitled to one vote.

## 6. Correspondence

- The normal method of correspondence within the Association will be by email. It is the responsibility of each household to provide the Secretary with a functioning email address.
- All correspondence on behalf of the Association or use of its logo must originate from a member of the Committee or have been agreed with a member of the Committee beforehand.

## 7. Changes to the Constitution

The Constitution of the Association may be altered by resolution passed at an Annual General Meeting. Proposed changes should be submitted to the Secretary at least 14 days before the date of the AGM.

## 8. Dissolution

The Association may be dissolved by resolution passed at a General Meeting on a simple majority of votes of those present. In this event, the Association shall cease its activities and discharge its liabilities so far as there are any assets available for this purpose. Any assets remaining shall be transferred to a charitable organisation/s, nominated by the membership on their resolution to dissolve the Association.

Signed

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Chairperson

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Secretary

9th August 2011