

ST PETER'S RESIDENTS' ASSOCIATION
RULES AND CONSTITUTION – REVISED MAY 1979, JULY 1986 AND
JUNE 2013

1. NAME

- a) The name of the association shall be St Peter's Residents' Association.
- b) The Association will cover the area bounded by British Grove and Beavor Lane, and the Great West Road and King Street.

2. OBJECTIVES

- a) To watch and safeguard the interests of the residents in the Association area.
- b) To maintain and improve the quality of life of residents in the Association area.
- c) To safeguard and seek to enhance the character and appearance of the Association area.
- d) The Association shall engage in the above objectives only where an issue is determined to have a clear general impact on the whole community or a significant proportion of it. The Association will not normally become involved in planning applications or other disputed issues of an individual nature unless it is determined that such an issue may provide a precedent that may have a wider impact on the community.
- e) The Association shall be non party political and non sectarian.

3. MEMBERSHIP

- a) Membership shall be open to all residents over the age of 18 living in the Association area. Residents over the age of 18 who live adjacent to the Association area may apply for associate membership.
- b) All members other than associate members shall have voting rights on all issues raised at General Meetings that they attend (one vote per attending member).
- c) The amount of the annual subscription for each member, including an associate member, shall be decided at the Annual General Meeting each year in the light of circumstances prevailing and may include provision for concessions. The annual membership fee shall be payable on 1 January.
- d) All members shall accept and abide by the rules of the Association and shall conduct themselves in a reasonable manner at meetings. Any members may be excluded for a breach of this condition or for any other conduct contravening the objects of the Association, by a majority of those present and voting at any General Meeting. Any member so excluded shall have the right of appeal to the following General Meeting.
- e) In addition, membership shall terminate:
 - i) Upon a member giving written notice to that effect to the Secretary,
 - ii) Upon a member ceasing to be a resident of the Association area,
 - iii) After subscription has lapsed for one year.

4. COMMITTEE

- a) The Association will be run by a Committee elected at the Annual General Meeting. The Committee will be made up of Officers (Chair, Vice-Chair, Secretary and Treasurer) and Ordinary Committee Members and will number if possible not less than 10 and in any event not more than 15.

- b) Officers and Ordinary Committee Members shall normally hold office until the following Annual General Meeting. No Officer shall normally hold the appointment continuously for more than 3 years.
- c) Nomination for Officers and Ordinary Committee Members shall be proposed and seconded by 2 members of the Association and normally notified to the Secretary 7 days in advance of the Annual General Meeting. Consent of the nominee shall be included with the nomination.
- d) The Committee is empowered
 - i) in the event of an Officer not being elected at the AGM, to appoint the Officer from amongst its members
 - ii) to fill any vacancy occurring on the Committee during the remainder of its term of office
 - iii) to co-opt extra Committee members if necessary.
- e) The Committee is empowered to appoint sub-committees from the membership, whose decisions will be subject to confirmation by the Committee.
- f) The Committee shall meet as and when required and not less than 4 times a year, its quorum consisting of a simple majority of its members, at least 2 of whom must be Officers.
- g) Voting shall be by a single majority. In the case of equality the Chair shall have the casting vote.
- h) Committee members who miss more than 3 consecutive meetings without giving good reasons will be asked to resign their post.
- i) Any member of the Committee may be removed or suspended from their post if they bring the good name of the association into disrepute. A full meeting of the Committee will be called to consider evidence from all sides and a vote will be necessary to remove or suspend.
- j) The Committee will endeavour to keep members informed regarding current issues, for example by posting information on the Association's website and/or including it in newsletters. Any suggestions from members on matters regarding the Association shall be made to the Committee, preferably in writing.

5. GENERAL MEETINGS

- a) The Annual General Meeting of the Association shall be held once a year within 13 months of the last AGM. A report shall be given at the AGM of the year's work of the Association.
- b) An Ordinary General Meeting of the Association may be convened at any time by the Secretary.
- c) The Secretary may convene an Extraordinary General Meeting of the Association upon written instruction of the Committee, or following a request in writing by no fewer than 10 members of the Association.
- d) At any General Meeting 18 members shall constitute a quorum and providing there are at least 18 members present at the start of a Meeting, it shall remain quorate for its duration even if the number of members present subsequently falls below 18. In the absence of a quorum, the meeting will be adjourned to another day.
- e) Notice of any General Meeting shall be given to all members by means of the newsletter, the website and/or written notice delivered to a member's address. This will normally be done at least 7 days before the date of the meeting.

- f) Normally 7 days' notice in writing must be given to the Secretary of any resolution to be moved at any General Meeting, unless specially admitted by the Chair.
- g) A list of proposed resolutions and nominations received in advance by the Secretary may be made available to members on request for inspection before the meeting.
- h) Voting at any General Meeting shall be by a single majority and will normally be by a show of hands. In the case of equality the Chair will have the casting vote.

6. FINANCE

- a) The property and funds of the Association shall be held and administered by the Committee. A resolution of the Committee shall be sufficient authority for payment therefrom.
- b) The financial year shall end on 31st March and an Annual Statement of Accounts and Balance Sheet for the financial year will be submitted for approval at the subsequent AGM.
- c) A banking account shall be opened in the name of the Association. All cheques shall be signed by 2 Officers, one of whom will normally be the Treasurer.

7. ALTERATIONS TO RULES

- a) No alterations to the Rules and Constitution of the Association shall be made except at the AGM, or at an Extraordinary General Meeting.