

RULES

TITLE:

1. The Association shall be called the Mottingham Residents' Association.

OBJECTS:

2. (a) To safeguard the interests of the residents of Mottingham.

(b) To promote or support without party bias any movements for maintaining or improving the amenities of the district.

MEMBERSHIP:

3. Membership shall be open to all residents in the parish of Mottingham, and to owners of property in the said parish; also, subject to the approval of the Executive Committee, to affiliated members.
4. The Executive Committee shall have power to suspend any member without giving reasons for so doing.
5. The annual subscription shall be determined by members at each Annual General Meeting and become due upon request by an accredited Road Representative.
6. The membership year shall run from 1st April to 31st March in line with the Association's Financial Year. Membership shall however continue after the 31st March for a grace period of 6 months to 30th September to allow for renewal, following which, if not renewed, the membership shall lapse.

OFFICERS AND EXECUTIVE COMMITTEE:

7. The management of the Association shall be vested in an Executive Committee of up to sixteen members and the following Officers:-
President;
Chairman: Deputy Chairman;
Honorary Treasurer
Honorary Secretary

all of whom shall be elected annually at the General Meeting of the Association.
8. The Executive Committee shall fix casual vacancies and co-opt members as may be necessary, the names of whom shall be notified to the next General Meeting.
9. The Executive Committee shall hold a meeting once every two months, or as frequently as circumstances demand. Seven members, or 50% of the Committee's membership whichever is the lower with a minimum of five, forming a quorum.
10. A special Executive Committee meeting shall be called on receipt by the Chairman of a written request signed by three committee members, stating the purpose for which the meeting is to be called.
11. Any member of the Executive Committee who does not attend at least once in three consecutive meetings shall cease to hold office unless a satisfactory explanation can be given to the Committee.
12. The Executive Committee shall have the power to appoint sub-committees, which will be furnished with a copy of the Minute embodying the terms of reference. Sub-committees shall report periodically

and submit a final statement in writing to the Executive Committee.

GENERAL MEETINGS:

13. The Annual General Meeting of the Association shall be held in April of each year, or on a convenient date to be decided on and advertised by the Executive Committee, and at such meeting a record of the year's work together with the Treasurer's accounts shall be submitted for approval.
14. The Executive Committee may call a Special General Meeting whenever they think fit, and they shall call an extraordinary meeting within one calendar month from the receipt by the Hon. Secretary of a written request signed by twelve members of the Association, stating the purpose for which it is to be called.
15. At least seven days' notice of the Annual, Special or Extraordinary General Meeting shall be sent to every member at his registered address, or such other address (including any email address) provided for such purpose, and such notice shall state the purpose for which the meeting is convened.
16. Accidental failure to send, or failed delivery of, a notice of any meeting to any member shall not invalidate said meeting nor any decisions made or resolutions passed at said meeting.

VOTING:

17. All voting shall be by show of hands unless one third of the members present shall demand a ballot.
18. At every Executive Committee or General Meeting, the Chairman shall have a casting vote.
19. All meetings are to be conducted in accordance with Standing Orders.

AUDIT:

20. The Accounts shall be audited each year by an auditor or auditors (one not to be a member of the Executive Committee), who shall be appointed at the Annual General Meeting.

ALTERATION OF RULES:

21. No Rule can be repealed or altered nor any addition made except at the Annual General Meeting, or at an Extraordinary General Meeting attended by not less than fifty members. Notices of proposed alterations to any Rule must be sent in writing to the Hon. Secretary at least fourteen days before the meeting. Such alterations must be carried by a two-thirds majority of members present.
22. Any matter or question not herein or otherwise sufficiently provided for may be dealt with and determined by the Executive Committee.
23. The acceptance of these Rules is a strict condition of membership.

DISSOLUTION

24. The Committee shall call a Special General Meeting to consider a proposal for the cessation of the Association's activities. Such a proposal shall require the approval of a two-thirds majority of the members present at the Special general Meeting, following which the Committee shall determine the manner in which the Association's funds and assets shall be dispersed, taking account of the views expressed by members.

STANDING ORDERS

1. ORDER OF BUSINESS:
 - (a) Minutes and Matters arising therefrom.
 - (b) Correspondence.
 - (c) Treasurer's Statement.
 - (d) Report of Sub-Committees.
 - (e) Motions of which notice has been given to the Hon. Secretary in writing
 - (f) Any Other Business.
2. All motions at General Meetings and all substantive motions at Committee meetings shall be moved and seconded before being voted on.
3. An amendment must always be relevant to the motion under discussion, and shall be moved and seconded.
4. No second amendment to any motion shall be allowed until the first is disposed of by being negatived or becoming the substantive motion.
5. If an amendment be carried it shall be put as a substantive motion.
6. No member shall be permitted to speak more than once upon the motion or amendment except the proposer of the motion or amendment, and excepting by permission of the Chairman.
7. Every motion shall be put to the vote and decided by the show of hands, except as defined in Rule 16.
8. On the proposal "That the question now be put" being carried by a majority of the members present, the Chairman shall call upon the mover of the motion or amendment to reply before putting the question, which shall then be voted on without further debate.



CONSTITUTION

OF

MOTTINGHAM RESIDENTS' **ASSOCIATION**

**As amended at the Annual General Meeting of the
Association 26 April 2017**