

Leomansley Area Residents Association Constitution

(Last amended 10 November 2012)

1 Name

The Association shall be named "Leomansley Area Residents Association".

2 Objects

2.1 The Objects of the Association shall be the protection, improvement and enhancement of the environment and amenities of Leomansley and surrounding areas

2.2 To fulfil these Objects, the Association is empowered to:

- employ staff and/or engage professional representation,
- raise funds and receive donations,
- deposit and invest such funds not in immediate use,
- rent, lease or purchase property,
- purchase or lease equipment.

3 Geographical area

3.1 For the purposes of this constitution Leomansley is defined as that area between the western by pass and the Walsall railway line, stretching to Abnalls Lane in the north and including the lower part of Chesterfield Road in the south east and the western margins of Darwin Park in the south west. It includes Pipe Green meadows and all the farming land behind Leomansley.

4 Membership

4.1 All residents in Leomansley and immediately adjacent areas shall be eligible for membership. The Executive Committee may admit to membership of the Association, any other person or persons who support the objects of the Association, or can offer specialist expertise, talent, or service.

5 Office

5.1 The Office for receiving notices and other correspondence shall be the address of the Chair of the Association for the time being.

6 Executive Committee

6.1 The members shall elect an Executive Committee of representative members. Such committee shall include: Chair, Vice-Chair, Secretary and Treasurer (who shall be four different people) plus up to ten ordinary members.

6.2 The executive Committee shall have the power to co-opt additional members to the Committee, including representatives of organisations operating within the area. It may also, from its membership, elect additional officers from time to time, for specific purposes.

6.3 If vacancies in the Executive Committee should occur during the year, then it may co-opt another ordinary member to fill a vacancy, and elect from its own elected membership, a replacement in a vacant office.

7 Officers

7.1 The Officers of the executive Committee shall also be the Officers of the Association.

- 7.2 All Officers and Executive Committee members shall automatically retire at the end of year, but shall be eligible for re-election. No officer shall hold the same position for more than three consecutive years, unless elected for subsequent years by 2/3rds majority of members present and eligible to vote at the meeting, or unless there has been no other person properly nominated.

8 Annual General Meeting

- 8.1 The executive Committee shall call an Annual General Meeting of the Association in November (commencing November 2005) of each year, or as soon after as possible to.
- 8.1.1 Receive the Annual Accounts and Chair's Report of the activities of the Executive Committee.
- 8.1.2 Elect officers and members of the Executive Committee for the following year. Nominations shall be in the hands of the Secretary at least 72 hours before the meeting, shall be supported by at least two members, and bear the signature of the person nominated indicating the willingness to stand.
- 8.1.3 Transact any other business at the discretion of the Chair.
- 8.2 The Financial Year of the Association shall end on the 30th June.

9 Independent examination of the accounts

- 9.1 The accounts will be examined independently each year by someone who is not an Executive Member of the Association.

10 Meetings

- 10.1 Open Meetings shall be open to all members of the Association and other interested parties. The Executive Committee shall have regard to decisions taken at General and Open Meeting but no resolution of an Open or General Meeting shall be binding on the Executive Committee.
- 10.2 One third of the Executive Committee members shall form a quorum at a committee meeting, which must include two officers. Fifteen members or 10% of the number of registered LARA members, whichever is the lower number, shall form a quorum at a General Meeting. No business may be transacted at any meeting where numbers fall below the required quorum except matters relating to the recruitment of members.
- 10.3 Twenty one days notice shall be given to all members of any General Meeting. and Open Meeting. Executive meetings shall require 7 days notice to the Executive. Notice of meetings shall include an Agenda of items to be discussed. No action may be taken on any matter not included in the Notice of any General meeting. Notice of Meeting shall include one or more of the following methods - electronic communication (e.g. e-mail), letter or leaflet. Every endeavour shall be made to notify all members but failure to notify some members shall not make any meeting unconstitutional. Additionally, publicity relating to the subjects to be covered at LARA General and Open Meetings may be distributed, as appropriate, to residents of the Leomansley Area who are eligible to become members of LARA.
- 10.4 At all meetings of the Association or of a Committee, each member shall be entitled to one vote. All matters voted on by members shall require a simple majority of members present, except matters relating to the Constitution (see clause 13). The Chair shall also have a casting vote except at General Meetings. In the absence of the Chair at any meeting, the meeting shall elect a Chair for that meeting only, who shall not have a casting vote, and if there is equality in voting, there shall remain a status quo on the matter in hand.
- 10.5 Voting for Executive Committee, and for the election of Officers of the Association shall be by Ballot.
- 10.6 A vote may be cast by proxy at any meeting, but such proxy shall be in writing to the Secretary, specific to the resolution, and signed by the member.
- 10.7 The Executive Committee may appoint sub-committees at its discretion, the Chair being ex-officio on all sub-committees and the quorum being at least half the membership of such committees. The Executive Committee may nominate membership of sub-committees from within its own membership,

from ordinary members, or co-opt specialist advisors. Any such sub-committee will report confidentially to the Executive Committee.

10.8 Minutes of General and Executive Committee meetings shall be kept by the Association.

11 General Meeting

11.1 General Meetings may be called at any time by resolution of the Executive Committee or upon the requisition of at least fifteen members of the Association, in writing to the Chair, or in his/her absence, any other officer, with their signatures. Any such request must set out clearly the reasons for requesting a meeting and any motion(s) to be proposed. The Chair should, within seven days of receipt of such a request, convene a General Meeting, which should be held within 35 days from receipt of the request and at the expense of the convening members who may be reimbursed by the subsequent meeting if so ratified.

12 Finance

12.1 The Association shall have the power to accept donations for any purpose consistent with its objects and make any special appeal for funds to be used in connection with any such purpose.

12.2 All accounts at a bank or Building Society, shall be held under at least two signatories as agreed at the Annual General Meeting.

12.3 The Executive shall review annually and make a recommendation to the LARA Annual General Meeting as to whether or not a nominal subscription should be charged to registered LARA members.

13 Constitution

13.1 Changes in the Constitution shall only be made at a General Meeting, and such resolutions must be included in the 21-day prior Notice of that meeting, and shall require a 2/3rds majority of members present and eligible to vote at that meeting.

14 Urgent decisions

14.1 Urgent decisions and action may be taken by an ad hoc Committee of the Chair, Secretary, and Treasurer. Such decisions may be ratified at the next Executive Committee Meeting, and they shall be responsible for those decisions and action until such time.

15 Winding up of the Association

15.1 In the event that it is the wish of the members to wind up the Association, they may do so only at a properly convened General Meeting at which such notice of the resolution has been given, and then only by a 2/3rds majority of members present and eligible to vote.

15.2 The proceeds of the Association shall in such event, be distributed as follows:

- Monies from Donations and special appeals should, where possible, be returned to source.
- Any residue remaining after all outstanding liabilities of the Association have been met, to be distributed equally to paid up members as listed at the time of the last held Annual General Meeting, or otherwise disbursed as agreed by simple majority at such meeting.