

Constitution.

Ashton Heath Residents' Association

1. Title:

The name of the group is the *Ashton Heath Residents' Association*, hereinafter referred to as the *Association*.

2. Aims:

- a) To foster a spirit of community amongst the residents of the Ashton Heath area.
- b) To work actively to assist in the maintenance and improvement of Ashton Heath and surrounds.
- c) To share information and promote discussion on issues affecting local residents.
- d) To make representations to local government and other bodies on behalf of local residents.

3. Membership

- a) Membership of the Association shall be open, upon payment of an annual membership fee, to residents of the immediate area surrounding Ashton Heath.
- b) Only members shall be entitled to vote at meetings
- c) Membership applications shall be received at the end of each meeting.
- d) Membership Fees shall be determined by the decision of the Annual General Meeting.
- e) The Secretary shall maintain a register of members.

4. Meetings:

- a) Meetings shall be called by the Chair from time to time at the request of Officers or ten members.
- b) Non-members shall be welcomed as guests or observers at the discretion of the Chair.
- c) Only paid-up members shall be entitled to vote.
- d) A Quorum shall be those Officers and members present.
- e) An Annual General Meeting shall be held in May of each year and notice of the meeting with an Agenda shall be displayed not less than fourteen days prior to the meeting.
- f) At the Annual General Meeting the following Officers shall be elected by the members present: Chair, Vice-Chair, Treasurer, Secretary.

5. Finance:

- a) Bank accounts shall be maintained in the name of "Ashton Heath Residents' Association". Signatories to the bank accounts shall be the Treasurer and one other Officer.
- b) Accounts shall be audited annually and presented to the Annual General Meeting for approval..

6. Amendments to the Constitution.

- a) Any proposed amendment to the Constitution shall be notified to the Secretary not less than 28 days prior to the Annual General Meeting.
- b) Any amendment must have the support of a majority of two-thirds of members present and entitled to vote.

7. Dissolution

In the event of the Association being wound up any funds or assets remaining after the due discharge of proper debts and liabilities shall be transferred to some local groups or institutions as determined by the Membership present at the final meeting.

8. Procedural Items.

- a) Minutes of each meeting and agenda for the next shall be made available as determined at the Annual General Meeting.
- b) Correspondence: All correspondence will be under the Association's letterhead and will be originated through the Chair, Secretary or Treasurer as determined at a general meeting.

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