

# IVER VILLAGE RESIDENTS ASSOCIATION

## CONSTITUTION

- 1 NAME** The Association shall be called the Iver Village Residents Association.
- 2 OBJECTS** The objects of the Association shall be:-
- a. The promotion of the welfare and interests of its members, and the community as a whole.
  - b. To make contact with other organised bodies when desirable on matters of common interest.
  - c. The protection of the Village and its Residents in areas such as noise and air pollution.
- 3 MEMBERSHIP** Adults residing in and around the Village of Iver and Shredding Green.
- 4 SUBSCRIPTION** The subscription, to be set by the Committee, shall be due on the 1<sup>st</sup> July each year and cover the entire household.
- 5 VOTING** No member whose subscription is more than six months in arrears shall be entitled to vote, hold office or receive the benefits of the Association.
- Any member whose subscription is more than one year in arrears shall cease to be a member of the Association, but the committee shall have the power to reinstate such a member on any future date at their discretion.
- 6 COMMITTEE**
- i. A Committee of 8 members shall be elected by the Annual General Meeting in accordance with the following provisions:-
    - a. Elected members of the Committee shall serve for a period of two years.
    - b. Four members shall retire in a year of even date, and four members in a year of odd date.
    - c. A ballot shall be taken to fill the vacancies on the Committee.
    - d. Retiring members shall be eligible for re-election.
    - e. In the event that the committee has more than 8 members, the committee shall decide on their inclusion.
  - ii. The Committee shall meet within 14 days of the Annual General Meeting and shall elect from among its members a Chairperson, Vice-Chairperson, Honorary Secretary and Honorary Treasurer, in accordance with the following provisions:
    - a. Officers of the Association shall serve for a period of two years, except as provided below.
    - b. The Chairperson and Honorary Treasurer shall retire in a year of odd date, and the Vice-Chairperson and the Honorary Secretary in a year of even date.
    - c. If an officer ceases to be a member of the Committee, the office held shall thereupon become vacant.
    - d. The Committee shall have the power to fill any vacant office and to appoint a member of the Association to fill any vacancy on the Committee except as provided in para i. of this rule. Officers so appointed shall serve until their retirement becomes due under ii. b., so long as they remain members of the Committee. Committee members so appointed shall serve until the date on which the member replaced was due to retire.
    - e. Retiring officers shall be eligible for re-election.
  - iii. The Committee shall have the power to co-opt not more than two persons who shall be either members of the Association or non-members who, by virtue of their position on outside bodies and their interest in the welfare of Iver Village, may help to serve the Association. Such co-opted members shall serve until the Annual General Meeting following their co-option. These shall serve as non-voting members of the Committee.
  - iv. Committee meetings shall generally be monthly, but there shall be no less than 6 per annum.
  - v. At the request of any three members of the Committee, the Secretary shall convene a meeting within 14 days. A quorum of the Committee shall consist of 4 people.
  - vi. A statement of the individual attendances of members of the Committee shall appear in the Annual Report of the Committee to be presented at the Annual General Meeting.

vii. All members of the committee will be expected to attend a minimum of 60% of committee meetings unless agreed by the Chairperson due to unforeseen circumstances.

viii. The committee has the power to set up sub-committees and Working Groups in order to deliver specific projects.

**7 GENERAL**

The Annual General Meeting shall be held during the month of July, and other General Meetings may be held as the Committee shall determine. A General Meeting shall be called by a notice on our website and any other chosen forms of communication such as text, e-mail and public notices, not less than 20 days before the date of the meeting. A notice of meeting and agenda shall be delivered to members of the Association not less than 10 days before the date of the meeting.

Upon receipt of a requisition for a Special General Meeting signed by not less than 40 members, setting forth the objects of such a meeting, the Secretary shall within 14 days set a date for the same. No business shall be transacted other than that for which the meeting was called, and the provisions of the previous paragraph with regard to notice shall apply.

**8 HONORARY SECRETARY**

The Secretary shall attend the meetings, enter the minutes, resolutions, etc., and conduct the correspondence. He or she shall send Notice of the Agenda to members of the Committee to reach them not less than 24 hours before any Committee meeting.

**9 HONORARY TREASURER**

The Treasurer shall keep a register containing the name and address of each member, pay all accounts under the discretion of the Committee, and prepare a Balance Sheet for each Annual General Meeting. All cheques shall be signed by two of the four authorised signatories, namely the Chairperson, the Honorary Treasurer, the Honorary Secretary and one other named committee member.

**10 EXPENDITURE**

No expenditure shall be incurred except by resolution of the Committee.

**11 ACCOUNTS**

The Accounts shall be subject to an examination prior to the Annual General Meeting by an independent examiner who shall be elected at the Annual General Meeting to serve for two years, and be eligible for re-election.

**12 RULES**

No new rule shall be adopted nor any alteration or addition to the Rules be made except at the Annual General Meeting. Notice of any proposed alteration, amendment or new Rule shall be given in writing to the Secretary by 30 June preceding the Annual General Meeting, and the notice convening such General Meetings shall set out the proposed alteration, amendment or new Rule.

The Committee shall have the power to refuse membership to an applicant and to expel any member of the Association who, in its opinion, has acted in a manner prejudicial to the interest of the Association. Before a member can be expelled he or she shall be invited to attend a meeting of the Committee to explain or defend his or her action.

**13**

In the event of the dissolution of the Association, any property or funds remaining after payment of all liabilities shall be passed by agreement of the Committee to any organisation of similar aims.