



---

# CONSTITUTION

## Objectives:

1. The Association shall be called the Coulsdon West Residents' Association (CWRA).
2.
  - (a) To advance and protect the common interests of the residents. To preserve and improve the amenities of the district.
  - (b) To ascertain the opinions of residents on local matters and bodies when considered desirable.
  - (c) To encourage and develop Social Activities.
  - (d) To co-operate, where appropriate, with other organisations with a view to furthering the objectives of the Association.
3. The Association shall be strictly non-party political and non-sectarian.
4. Membership shall be open to all residents of 18 years or over living within the Association's boundary as determined from time to time by the Executive Committee. A resident becomes a member upon payment of the first annual subscription and shall receive and accept a copy of the Constitution, by which the member shall abide. Membership ceases when the subscription is one year in arrears.

## Subscription:

5. The subscription shall be such sum as may be approved by the Executive Committee of the Association. The subscription year shall be from 1st January to 31st December.

## Management:

6. The officers of the Association shall consist of a Chairman, Vice-Chairman, Honorary Secretary and Honorary Treasurer, who shall be elected at the appropriate Annual General Meeting.

The Executive Committee shall consist of the Officers, together with twelve other members as elected at the appropriate Annual General Meeting. All nominations for election or re-election should, if practical, be in the hands of the Honorary Secretary at least 30 days before the Annual General Meeting.

Five of the total membership of the Executive Committee shall constitute a quorum.  
Quorum to include at least one officer.



---

The office of a member of the Executive Committee shall be vacated if such a member:

- (a) Resigns his/her office by notice in writing to the Committee, Or
- (b) Is absent, without the approval of the Executive Committee for a period of more than six consecutive months from meetings of the Committee held during such period **and** the Committee resolve that their office be vacated accordingly.

The Executive Committee shall have power to hold meetings to deal with all matters as they arise, including the appointment of sub-committees.

Membership of sub-committees need not be restricted to members of the Executive Committee, provided that at least one member of every sub-committee is a member of the Executive Committee.

The Executive Committee shall also have power to fill vacancies arising among the Officers or the members of the Executive Committee, prior to the appointments being confirmed by election at the following Annual General Meeting.

The Executive Committee may, from time to time, and at any time, appoint any firm or person or body of persons to be the agents of the Committee for such purposes and with such power, authority and discretion, (not exceeding that vested in or exercisable by the Executive Committee under this Constitution), and for such period and subject to such conditions as the Committee may think fit.

#### **Activities:**

- 7. With the authority of the Executive Committee, separate section committees shall be established for the organisation of any activities as may from time to time be desired.

Members of these committees need not be members of the Executive Committee, provided that appropriate arrangements are made for liaison between committees. Each activity shall, as far as possible, be financially self-supporting.

#### **Newsletter:**

- 8. A newsletter shall be issued periodically to all members free of charge. The Editor shall be appointed by the Executive Committee.

#### **General Meetings:**

- 9. The Annual General Meeting shall be held in the spring/summer and further General Meetings shall be convened by the Executive Committee or by written notice given to the Honorary Secretary by at least twenty members.



---

**Accounts:**

10. The audited accounts for the preceding year to 31st December shall be presented to the Annual General Meeting at which an Auditor shall be elected to act for the ensuing year. The accounts of sections providing activities under Clause 7 shall be audited under arrangements made by the section committee concerned and a copy presented to the Executive Committee for information.

**Notices:**

11. Notice of each Annual General Meeting will be posted in the local library, together with agenda, at least ten days before the date of the meeting. In addition, details of an AGM will be provided in an appropriate edition of the Newsletter.

**Alterations to Constitution:**

12. No alteration or addition to the Constitution shall be made except by majority vote at the Annual General Meeting or an Extraordinary General Meeting convened for the purpose. All notices of suggested alterations to the Constitution must be in the hands of the Honorary Secretary at least thirty days prior to that meeting and be shown on the appropriate agenda.

**Voting:**

13. The direction of the Association's business at General Meetings shall be determined by a majority vote of members present and in case of equality the Chairman or other Member presiding at the meeting shall have a second or casting vote.

**Cessation:**

14. If the Executive Committee decides that an activity connected with the Association should cease, or has already ceased to function, it shall require the person having custody of the monies belonging to the section concerned to pay those monies to the Honorary Treasurer of the Association for incorporation into the general funds of the Association. The disposal of property held by such a section shall be at the discretion of the Executive Committee.

In the event of the Association itself ceasing to function, all monies and property belonging to the Association shall be disposed of in accordance with the wishes of an Extraordinary General Meeting convened for the purpose of winding up the association.