



## **JOHNS ROAD RESIDENTS' ASSOCIATION (JRRA)**

### **CONSTITUTION**

#### **Purpose and objectives**

1. The Association aims to improve the environment and enjoyment of Johns Road by attending to the repair and maintenance of the road, making it easier, safer, and more comfortable for utility vehicles, drivers, walkers, and horses.
2. The Association will attempt to raise funds from residents and possibly others to pay for any road works.
3. The Association has been formed with the road improvements in mind although it could become involved with other areas of concern to the residents.

#### **Powers /authority**

1. Invite and receive contributions and raise funds, where appropriate, to finance the work of the Association and to open a bank account (not an online account) to manage such funds.
2. Publicise and promote the work of the Association and organise meetings.
3. Work with groups of a similar nature and exchange information, advice, and knowledge with them, including co-operation with other voluntary bodies and the Local Authorities.
4. Employ volunteers (who shall not be members of the Committee), as necessary, to conduct activities which meet the objectives of JRRA.
5. Take any form of lawful action which is necessary to achieve the objectives of the Association.

#### **Membership**

Membership of JRRA shall be open to residents of Johns Road and anyone who resides in connecting roads and travels on Johns Road, has an interest in assisting the Group to achieve its aim, and is willing to adhere to the Constitution.

Where it is considered membership would be detrimental to the aims and activities of the Association, the Committee shall have the power to refuse membership, or may terminate or suspend the membership of any member by resolution passed at a meeting.

## **Management Committee/Officers**

1. The Association shall be administered by a Committee of no less than three (3) people and no more than eight (8), who must be at least eighteen (18) years of age and not members of the same family.
2. The Committee will be elected by members for a period of up to one year, but may be re-elected at the AGM.
3. The Committee should consist of Chairperson, Treasurer, Secretary, and any additional officers considered appropriate to carry out the required activities.

## **Meetings**

1. The Committee shall meet periodically as deemed suitable by officers in order to discuss actions, monitor progress to date, and to consider future developments.
2. All members shall be given a minimum of seven (7) days' notice of meetings, unless deemed an emergency situation.
3. Three (3) Committee members must be present in order for a meeting to provide any decisions on behalf of the Association, and the Chairperson (or designated deputy) shall ensure that Minutes are recorded and circulated to members.
4. The AGM shall take place no later than three (3) months after the end of the financial year. At least fourteen (14) days' notice must be given to all JRRA members of AGM /SGM.
5. All JRRA members are entitled to vote at the AGM by show of hands on a majority basis. The Chairperson or appointed deputy shall have a deciding vote in the event of any tied result.

## **Finance**

1. Funds acquired (donations, contributions, subscriptions) shall be administered in an account operated by the Committee in the name of Johns Road Residents' Association. All funds must be applied to the objectives and running costs of the group and for no other purpose.
2. A Bank account shall be opened in the name of Johns Road Residents' Association (not an online account). Any amendments to the account will require the signatures of the 2 signatories.
3. Any income/expenditure shall be the responsibility of the Treasurer who should ensure the funds are utilised effectively and that the Association stays within budget.
4. Formal accounts shall be maintained and examined annually by an independent auditor (not a member of the committee) to be appointed by the membership.
5. An annual financial report shall be presented at the AGM. The accounting year shall run from 1<sup>st</sup> June to 31<sup>st</sup> May.

**Alteration of the Constitution**

Amendments to the Constitution shall be conveyed to the Secretary formally in writing. The Committee shall then decide on a date of a Special General Meeting to discuss the proposals, giving members twenty-eight (28) days' notice.

Any changes to this Constitution must be agreed by a majority vote at a Special General Meeting.

**Dissolution**

The Association may be dissolved, if deemed necessary by the members, by a majority vote at a Special General Meeting. Any assets, or remaining funds after debts have been paid, shall be returned to their providers or transferred to local charities or similar groups at the discretion of the Committee.

This Constitution was adopted at a Special Meeting of the JRRRA Committee and Sub-Committee held on 4<sup>th</sup> July 2016.

Signed on behalf of the JRRRA Committee by: .....

CHRIS LOVELACE, CHAIRMAN

Dated: .....