

FISHPOOL STREET RESIDENTS' ASSOCIATION CONSTITUTION

As amended in 2004

1. NAME

The name of the Association shall be "The Fishpool Street Residents' Association" hereafter referred to as the Association.

2. AIM

The aim of the Association is to maintain and improve the quality of life in Fishpool Street, St Albans.

Without prejudice to the generality of the foregoing, the Association shall:

- * Endeavour to foster a sense of community in the street;
- * Promote good communication between the Association and its members;
- * Monitor and make any appropriate representations regarding any development or activities affecting the street directly or indirectly including any planning or similar applications which may impact the street or the conservation area;
- * Liaise with the Council, Councillors and other official bodies over matters likely to affect the street and/or its residents;
- * Liaise with other residents' associations and other organisations over matters of common interest;
- * Support the Neighbourhood Watch scheme;
- * Take all such actions as may be considered conducive to the achievement of the Association's aim.

3. MEMBERSHIP

- 3.1 Membership shall be open to all adult residents of Fishpool Street on paying the relevant subscription.
- 3.2 Members shall abide by the terms of the Constitution.

4. SUBSCRIPTIONS

- 4.1 Subscriptions shall be as determined by the Committee.
- 4.2 Subscriptions shall be by household and due on 1st January for the calendar year paid to the Treasurer who shall keep a register of members.
- 4.3 A subscription will give membership to all adult members of a household. members of a household whose subscription is 6 months or more in arrears shall be deemed to have resigned. Any member may end his or her membership at any time by notice in writing to the Secretary.

5. MEETINGS

- 5.1 The Annual General Meeting shall be held during April or May of each year at which the Committee's report and accounts will be presented and Officers and Committee members elected.
- 5.2 Annual General Meetings shall be held at the decision of the Committee with twenty-one days notice given to members.

- 5.3 Special General Meetings shall be held at the request in writing to the Secretary of twelve or more members, with twenty-one days notice given to all members.
- 5.4 A quorum at Annual or Special General Meetings shall consist of not less than twelve members.
- 5.5 Voting at Annual or Special General Meetings shall be by one vote per member present.

6. DUTIES

The duties of the Committee shall include:

- * To control and manage the affairs of the Association in accordance with the Constitution and any decisions taken at an Annual or Special General Meeting but otherwise to act at its discretion in pursuance of the Association's aim having consulted, wherever appropriate, any member of the Association who has a relevant direct interest or relevant knowledge or expertise;
- * To keep accurate accounts of the Association's finances through the Treasurer. These should be available for reasonable inspection by members and should be presented at the Annual General Meeting;
- * To maintain a bank account in the Association's name requiring at least two named and unrelated officers to sign each cheque;
- * To make decisions on the basis of a simple majority vote. The Chair shall be entitled to an additional casting vote in the event of tied votes;
- * To determine any question of interpretation of the Constitution;
- * To make or accept donations for any purpose consistent with the Association's aim and to make special appeals for funds to be used in connection with such purposes.

7. THE OFFICERS

- 7.1 The officers of the Association shall be elected at the Annual General Meeting and shall consist of:
 - Chair
 - Secretary
 - Treasurer
- 7.2 All officers shall stand down at the conclusion of the next Annual General Meeting following their election but may seek re-election thereat.
- 7.3 The officers shall be nominated for election not less than seventy-two hours before the start of the Annual General Meeting and their election shall be completed prior to the election of other committee members. Nominations must be in writing supported by proposer and seconder and confirming the prior consent of the nominee.
- 7.4 The Association may elect an Honorary President, entitled to attend but not vote at Committee Meetings, such election to be in accordance 7.3 above.

8. COMMITTEE

- 8.1 The Committee shall consist of the Officers and not more than eight further members, also to be elected at the Annual General Meeting.
- 8.2 The Committee shall have powers to co-opt further members attending in an advisory and non-voting capacity.
- 8.3 All prospective Committee members shall be nominated in writing by proposer and seconder and confirming the prior consent of the nominee. The procedure will follow

as for the election of Officers (see 7.3) with a ballot being held when nominations exceed the number of vacancies.

- 8.4 Committee members shall stand down at the conclusion of the next Annual General Meeting following their election but may seek re-election thereat.
- 8.5 A quorum at Committee meetings shall consist of not less than five members, excluding co-opted members.
- 8.6 Except in an emergency not less than 7 days notice shall be given of meetings of the Committee.

9. AMENDMENTS TO THE CONSTITUTION

- 9.1 Notice of any proposed alterations shall be given to the Secretary in writing not less than 14 days before the General Meeting at which the alteration is to be proposed.
- 9.2 Members of the Association shall be given written notice of the proposed alteration at least 7 days before the General Meeting at which it is to be considered.
- 9.3 Any alteration must receive the assent of two thirds of the members present and voting at the meeting.

10. WINDING UP

- 10.1 The Committee may by a majority recommend that the Association be wound up.
- 10.2 Members of the Association shall be advised in writing of this recommendation and be called to a General Meeting of which not less than twenty-one days notice shall be given.
- 10.3 Such a recommendation shall require confirmation by a two-thirds majority of those present and voting.
- 10.4 The Committee shall before Winding Up use its power to satisfy proper debts or liabilities and then distribute any remaining assets to one or more charities operating in St Albans at the discretion of the Committee. There will be no distribution among members of the Association.

11. NOTICES AND MINUTES

- 11.1 All notices required to be given shall be deemed to be sufficiently given if delivered to a member's last known place of residence in Fishpool Street.
- 11.2 Minutes shall be kept of Annual and Special General Meetings and of meetings of the Committee.