

SOUTHFIELDS TRIANGLE RESIDENTS ASSOCIATION SIX (STRA₆)

CONSTITUTION

1. NAME

The name of the Association shall be the Southfields Triangle Residents' Association Six (STRA₆).

2. AREA

The Association covers the geographical area of six roads or part roads: Granville Road (from St Michael's Church to the District Line tube bridge), Pulborough Road, Wincanton Road, Hambledon Road, Gatwick Road, Wimbledon Park Road (from St Michael's Church to Crowthorne Close and Pirbright Road) and is known as the Southfields Triangle in the London Borough of Wandsworth.

3. AIMS

- 3.1 To promote and represent the general interests of the residents in the area
- 3.2 To promote and arrange social activities and encourage community spirit
- 3.3 To conserve and improve the local environment
- 3.4 To raise awareness of issues affecting the community, keep residents informed of issues that affect them and provide a forum for discussion
- 3.5 To take action to preserve, maintain and enhance the amenities and quality of life of the residents, particularly vulnerable residents, in the area

4. MEMBERSHIP

- 4.1 Membership is open to all aged 16+ who reside in the area and support the aims of the Association.
- 4.2 All members may make donations as suggested by the Committee. The Committee may decide to levy a membership fee which will be determined at an Annual General Meeting or a Special General Meeting.
- 4.3 A list of members and contact details will be kept by the Secretary.
- 4.4 Membership will cease automatically when a resident moves out of the area or acts in a way that goes against the aims of the Association.
- 4.5 It is a condition of membership that members conduct themselves at all times in a reasonable manner at meetings or on the premises used by the Association. Any offensive behaviour will not be permitted. Any member may be excluded for breach of this condition by a majority of those present and may be asked not to attend further

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meetings. Any person so excluded has the right of appeal to the next meeting of the Committee.

5. EQUALITY AND DIVERSITY

5.1 The Association will uphold equal opportunities and promote good relations with all members of the community and not discriminate on the grounds of race, ethnicity, gender, gender identity, sexual orientation, age, social class, physical ability or attributes, religious or ethical values system, national origin or political belief.

6. AFFILIATION TO OTHER BODIES

6.1 The Association will have the power to affiliate to any other body whose objects may be of benefit to its membership; but will not align itself with any political party.

7. THE COMMITTEE

7.1 The business of the Association will be managed and administered by a Committee comprising Officers and members elected at the Annual General Meeting (AGM).

7.2 All Committee members will hold office for one year, will be eligible for re-election and will be resident in the area.

7.3 The number of Committee members shall be not less than three and not more than twelve.

7.4 Nominations for the Committee may be made in writing to the Secretary at least 7 days before the AGM. In the event of insufficient nominations for election to the Committee the Chair will have the power to accept nominations from the floor of the AGM. All nominations must be supported by a seconder and the nominee must confirm their willingness to be appointed. If nominations exceed the number of vacancies a ballot shall take place as determined by the Committee.

7.5 The Committee will have the power to fill casual vacancies in Committee membership between general meetings

7.6 The Committee will have the power to co-opt anyone suitable (including non-residents) as and when necessary, and in an advisory and non-voting capacity only

7.7 The Committee will meet as necessary and not less than four times a year at intervals of not more than three months. At least 7 days notice of meetings will be given.

7.8 The Committee meetings will be open to any member of the Association wishing to attend, who may speak but not vote.

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7.9 Any Committee member absent without apology for three consecutive meetings will be asked if they wish to resign.

7.10 Any Committee member will cease to hold office if he or she fails to meet their responsibilities or the standards expected of them and the Committee resolves by a vote of no confidence that they vacate their office or role.

8. OFFICERS

8.1 The Officers of the Association shall consist of:

- Chair: responsible for chairing both General and Committee meetings
- Secretary: responsible for membership list, taking minutes, and the distribution of all papers
- Treasurer: responsible for maintaining accounts
- Events Organiser: responsible for the annual planning and co-ordinating of events
- Community Liaison: responsible for liaison with other residents' associations, local MP, Councillors and Council Officers
- IT/Communications: responsible for communication to residents in written form and on social media, and maintaining website

8.2 The Officer roles may be co-worked or combined, with the exception of the Chair and Treasurer roles which must be carried out by different people

9. MEETINGS

Annual General Meetings

9.1 An Annual General Meeting (AGM) will be held each year:

- To receive the Committee's annual report
- To present the verified accounts for the previous year
- To elect the Officers and Members of the Committee
- To consider proposals put forward by members
- To discuss local issues

9.2 The first AGM will be held within 12 months of the date of the adoption of this Constitution and not more than 15 months may elapse between successive AGMs.

General meetings

9.3 General meetings are open to all members of the Association. The Committee will decide when General Meetings will be held and at least one General Meeting will be held each year.

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Special General Meetings

9.4 Special General Meetings will be held at the written request of a majority of the Committee or at least ten other members of the Association. Reasons for the request must be given and the meeting must be held within twenty-one days.

Quorum

9.5 No business will be transacted at any General Meeting unless a quorum is present. The quorum for General Meetings will be 10% of the membership or 12 members whichever is the lesser.

9.6 If a quorum is not present within 30 minutes of the specified start time, or during a meeting a quorum ceases to be present, the meeting will be adjourned to a time and place decided by the Committee.

9.7 If a quorum is not present at the re-convened meeting within 15 minutes of the specified start time, the members present shall constitute the quorum for that meeting.

Notice

9.8 All members will be given 14 days' notice of meetings, giving the venue, date, time and agenda.

Rules of Procedure for meetings

9.9 All questions that arise at any meeting will be discussed openly.

9.10 All decisions will be taken by a simple majority of members present and voting. Each member shall have one vote. If the numbers of votes cast on both sides is equal the Chair will have a second or casting vote. The decisions taken at General Meetings will be binding on the Committee.

10. CONDUCT OF THE ASSOCIATION'S BUSINESS

10.1 The Committee shall keep records of all appointments of Committee members and minutes of all meetings. The minutes of meetings shall be approved by the Committee at the next meeting.

10.2 Confidential information about the Association's business should not be divulged to other persons or organisations.

10.3 Statements to the media or other organisations on behalf of the Association should be made by the Chair or committee members, with the prior approval of the Committee.

10.4 Correspondence sent on behalf of the Association must be signed by the Chair or Secretary, copies retained and reported to the Committee.

10.5 The website will be conducted within a legal framework. All official postings on the website, on behalf of the STRA₆, must have the prior approval of the Committee.

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11. DELEGATION

11.1 The Committee may delegate any of their powers or functions to a sub-committee of two or more Committee members. The terms of the delegation must be specified and recorded. Sub-committees shall be directly accountable to the Committee. All actions and proceedings of a sub-committee must be fully and promptly reported to and confirmed by the Committee. Sub-committees shall be subordinate to and may be regulated or dissolved by the Committee.

12. STREET REPRESENTATIVES

12.1 The Committee may decide to appoint Street Representatives to represent the interests of members in a road or part thereof.

13. DECLARATION OF INTEREST

13.1 Committee members shall declare any potential conflict of interest and withdraw from discussion and voting where appropriate.

14. FINANCE

14.1 Any donations or other money raised by or on behalf of the Association will only be used to further the aims of the Association. The Committee shall keep accounts of the funds of the Association and keep a clear record of all its assets. A community account with a bank will be set up and the Committee will make adequate provision for its control. The Committee will decide its financial rules to which all members must adhere. Members cannot receive any payment from the Association other than for bona fide expenses. The Treasurer will make regular reports to the Committee on the Association's financial position. Annual accounts will be independently verified and presented for approval at the AGM.

15. AMENDMENTS

15.1 This constitution may only be amended by a two thirds majority of members present at an Annual General Meeting or a Special General Meeting. Any proposal to amend the Constitution must be in writing to the Secretary and must be circulated with the notice of the meeting.

16. NOTICES

16.1 Any notice required to be given by these rules shall be deemed to be duly given if

- left at or sent by pre-paid post addressed to the address of that member last notified to the Secretary;

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- or sent electronically to the last email or other electronic media address supplied to the Secretary;
- and placed on the website.

17. DISSOLUTION

17.1 The Association may be dissolved by a two thirds majority of members voting at an Annual General Meeting or Special General Meeting of the Association confirmed by a simple majority of members voting at a further Special General Meeting held not less than 14 days after the previous meeting.

17.2 If a motion for the dissolution of the Association is proposed at an Annual General Meeting or a Special General Meeting this motion must be referred to specifically when notice of the meeting is given.

17.3 In the event of the dissolution of the Association, any assets remaining after settling any liabilities shall be applied for the benefit of the community in accordance with the aims of the Association.

17.4 On dissolution the minute books and other records of the association shall be deposited in the local Public Records Office.

This Constitution was agreed at the Inaugural General Meeting of the STRA6 on:

Date:

Name and position in Association

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Signed

Date:

Name and position in Association

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Signed