

## Constitution

### Bury Meadow Residents Association

1. Definitions: The following definitions apply in this agreement.
  - a. **BMRA:** Bury Meadow Residents Association
  - b. **AREA:** The houses along Castle Mount Road, Velwell Road, Elm Grove Road, Woodbine Terrace, the north side of New North Road extending from the Prison to Bury Meadow Park, and the stretch of Howell Road between the Prison and New North Road.
  - c. **COMMITTEE:** The members elected to the following roles Chair, Secretary, Treasurer, and additional members elected at the Annual General Meeting or by the COMMITTEE.
  - d. **SUBCOMMITTEE:** Subcommittees shall be formed by the COMMITTEE, where necessary to lead activities in pursuit of the MISSION. Subcommittees shall consist of members. Non-members may be added with approval from the COMMITTEE.
  - e. **MISSION:**
    1. To improve the quality of life within the AREA.
    2. To encourage cooperation among residents of the AREA.
    3. To maintain the present residential character of the AREA.
    4. To enhance the environment of the AREA.
    5. To improve security for resident of the AREA.
  - f. **NOTICE:** The membership shall be notified by email. Notifications shall also be posted on the website and on the noticeboard outside Bury Meadow Park.
2. Name: The association shall be called "Bury Meadow Residents Association".
3. Membership: Membership is open to all residents over 18 years of age living within the AREA. Membership may be extended to people living outside the AREA, with approval of the COMMITTEE. Membership will run from 1st January to 31st December.
4. Working Parties: Working Parties shall be formed by the COMMITTEE to carry out activities in pursuit of the MISSION. Working Parties will be directed by SUBCOMMITTEE and can consist of any interested party.
5. Annual General Meeting: The Annual General Meeting ("AGM") shall normally be held in October, to receive the report of the COMMITTEE, the inspection statement of accounts, to elect officers and additional COMMITTEE members, to discuss, and to amend the Constitution. Residents of the AREA shall be given at least 14 days NOTICE.
6. Special General Meeting: A Special General Meeting ("SGM") can be called at the joint request of at least 10 member households. The COMMITTEE shall notify the residents of the AREA by email, providing at least 21 days NOTICE.

7. Rules of procedure:
  - a. Voting: All questions arising at any meeting shall be decided by a simple majority of voting members present. When necessary, the Chair will have a second or casting vote.
  - b. Quorum for meetings: One half of the members of the COMMITTEE shall form a quorum for COMMITTEE meetings, the AGM, and SGMs. One half of the members of the SUBCOMMITTEE shall form a quorum for the respective SUBCOMMITTEE meetings.
  - c. Minutes: Minutes shall be kept by the COMMITTEE. A summary of COMMITTEE meetings, the AGM, and SGMs shall be posted on the website and on the notice board outside Bury Meadow Park.
  - d. AGM and Special General meetings: These meetings are open to members, as well as guests invited by the COMMITTEE.
  
8. Finance:
  - a. The annual subscription per household shall be determined at the AGM.
  - b. All monies raised by or on behalf of the BMRA shall be applied to further the MISSION of the BMRA.
  - c. The Treasurer shall keep proper account of the finances of the BMRA and shall maintain a bank account or building society account.
  - d. The accounts shall be “inspected” once a year by an appointed inspector. The inspector must be independent of the COMMITTEE.
  
9. Dissolution: The COMMITTEE can at any time vote to dissolve the BMRA. A SGM shall be called. The meeting NOTICE shall state the terms of the dissolution resolution. If the dissolution is approved at the SGM, the COMMITTEE shall have the power to dispose of any assets held by or in the name of the BMRA. Any assets remaining after the payment of any outstanding liabilities shall be donated to a registered charity of the COMMITTEE’s choice.
  
10. Alterations to the constitution: Any proposal to alter this constitution must be delivered to the Chair of the BMRA not less than 21 days before the AGM or SGM where these changes are to be considered. Any alterations require the approval of two thirds of the members present.

Revised date: \_\_\_\_\_