

NORTH EAST HAYLING RESIDENTS' ASSOCIATION

DRAFT CONSTITUTION

1. Name

The Association shall be known as the North East Hayling Residents' Association.

2. Designated Area

The area of interest shall be that part of the Hayling East Ward which lies east of a line drawn from the southern end of Langstone Bridge to Northwood Farmhouse, and taking in the north shoreline of Mill Rythe and all the coastline of the area defined by the waters of the Emsworth Channel and Sweare Deep, this being the area defined by the VDS Statement for the area of Northney and Tye. (see attached map)

3. Policy

- 3.1 To monitor relevant planning applications and other activities which may be considered to be detrimental to the rural aspect and natural beauty of the designated area.
- 3.2 To oppose by all lawful means any proposals and activities which are, or likely to be, detrimental to the well-being of the residents or to the flora and fauna of the designated area.
- 3.3 To support or organise such other activities that are viewed as being in the interest of the members, including the purchase and maintenance of assets.
- 3.4 The Association shall be entirely non political in the conduct of its affairs.
- 3.5 The Association will be prepared to give support to Civic Authorities, Environmental Organisations and other Residents' Associations when there are situations of common interest.

4. Membership

- 4.1 Individual membership shall be open to adults (18 years of age) whose domicile, either as owner or tenant, lies within the designated area or to special cases approved by the Committee. No organisation, commercial, civic or political shall at any time be eligible for membership.
- 4.2 Applications for membership shall be made to the Committee or the Membership Secretary.

5. Management

- 5.1 The management of the Association shall be vested in the Executive Committee. The Committee shall consist of a maximum of ten elected members including Chairman, Treasurer, Membership Secretary and Planning Secretary. The office holders will be appointed by the Executive Committee from amongst its elected members at their first meeting after the Annual General Meeting.
- 5.2 Committee members shall be elected at the Annual General Meeting and hold office for two years.
- 5.3 The Committee may invite a member to fill a vacancy arising during the period between Annual General Meetings. A member filling a vacancy will have the full rights of a Committee member but will be required to stand down at the next Annual General Meeting and will be eligible for election.
- 5.4 The Committee may co-opt up to two members who will serve until the next Annual General Meeting when they will be required to stand down but be eligible for election.
- 5.5 Any member having a personal or financial interest in any matter being considered by the Committee shall, if requested by the Committee, withdraw from the meeting whilst the subject remains under discussion.
- 5.6 If any Committee member fails to attend three consecutive meetings (including a General Meeting) without apologising and providing reasons acceptable to the Committee, he or she shall be deemed to have resigned.

5.7 Those members (including retiring committee members) wishing to stand for election must notify an officer by the 15th April prior to an Annual General Meeting. In the event of there being more candidates than there are vacancies, there shall be a paper ballot at the Annual General Meeting, only subscribing members being entitled to vote. Ballot papers showing more votes than the number of candidates shall be void.

Whilst canvassing is to be discouraged, candidates may prepare a brief statement (about 200 words) giving their reasons for standing; such statements will be distributed at the start of the Annual General Meeting.

6. Meetings

6.1 There shall be two General Meetings, held approximately half yearly, with the proviso that interim *ad hoc* meetings may be called to deal with matters of urgency or importance. In the event that the Committee considers that an *ad hoc* meeting is necessary, at least fourteen days notice will be given to each subscribing member.

The first of these meetings shall normally be held in mid May, The Annual General Meeting (AGM) and the second meeting in December (The Winter General Meeting).

6.2 The Agenda giving the date, time and location of a meeting and the unadopted Minutes of the previous General Meeting shall be issued to each subscribing member a minimum of fourteen days prior to that meeting.

6.3 Voting on any proposition shall be on the basis of one vote per member. The Chairman of the meeting shall have the casting vote.

6.4 No Association business shall be transacted by the Committee unless a Quorum of members is present. Having regard to the terms of 5.1, the current requirement for a Quorum shall be five members, one being an officer.

7. Finance

7.1 The running costs of the Association shall normally be met by the membership subscription and any change in the level of that subscription shall be proposed at the Winter General Meeting. The annual subscription shall become due on 1st January.

7.2 The Association may raise funds to cover running costs or special projects authorised by the committee by organising social or other fund raising events.

7.3 All items of expenditure shall be covered by the production of receipts and be within limits set by the Committee.

7.4 Membership subscriptions paid in cash shall be acknowledged with an appropriate receipt; other subscription payments will not be provided with a receipt unless requested.

7.5 An Income and Expenditure Statement and Balance Sheet will be produced for each financial year and, after scrutiny and approval by the Committee, will be presented at the AGM for approval. An interim Income and Expenditure Statement and Balance sheet will be presented at the Winter General Meeting.

8. General

8.1 This Constitution may be added to, amended or repealed by a resolution at an Annual General Meeting, subject to a notice of the motion being sent to the Chairman by 15th April. Any such motion will not take effect unless passed by at least two thirds of the members voting.

8.2 A copy of the Constitution of the Association shall be available to members on request.