

# Moreton Residents' Association

## Constitution

### 1. Name

The Organisation will be known as Moreton Residents' Association (MRA)

### 2. Aims

- \* To identify problems which may affect residents' quality of life and to help find solutions. The areas of interest will include environment, housing, community facilities and services.
- \* To enable residents to help and support one another.
- \* To act as a conduit of information to and from local and national agencies which have authority over the village of Moreton, Thame, Oxfordshire. Where possible, through consensus, to represent residents' views notwithstanding the right of individual members to represent their own, perhaps differing, views.
- \* MRA will uphold equal opportunities and work towards good relations amongst all members.
- \* To identify resources, as necessary, to achieve these aims.

### 3. Membership

Membership will be automatic for all recognised residents of the village of Moreton. Membership will cease immediately upon a person leaving the village.

All voting members must be at least 18 years of age.

Membership shall be free of subscription for the foreseeable future.

### 4. The Committee

A committee of at least 4 members will be elected at each Annual General Meeting (AGM) of the group. Ideally, no committee member will serve for more than 2 years. In exceptional circumstances, if insufficient new committee members are available for selection, the AGM or Committee can invite an outgoing member to stand again.

The Committee will elect from within their number a Chairperson, Vice Chairperson, Secretary and Treasurer. The Committee will have the power to co-opt other Moreton residents to the group during the course of the year.

The Treasurer should be a person competent in financial record keeping and be able to prepare accounts at the year end for the AGM. The accounts should be verified by independent examination.

The Committee will meet routinely approximately four times a year. These meetings are open to any voting member who wishes to attend with prior notice. There must be at least 4 of the Committee members present for any decisions to be made at these meetings. Decisions will be made by a simple majority vote.

Committee members must declare any personal interest they may have in the topic under discussion and the Committee will decide if they need to forfeit their right to vote on that occasion.

No Committee member will enter into any legal agreements or contracts, or commit the MRA to financial indebtedness or donate monies except with the approval of a duly convened meeting of the full committee.

The Committee may appoint subcommittees to carry out activities of the MRA but they will be directly accountable to the Committee.

## **5. General Meetings**

An Annual General Meeting (AGM) will be held at an appropriate time and venue each year. The Chair will present the annual report of the MRA. The Treasurer will present the accounts for the preceding year. The Secretary will record the minutes and make them available for members to see. New Committee members will be elected.

Any proposals given to the Secretary seven days before the AGM will be considered.

An Extra-Ordinary General Meeting can be convened by the Chair or Secretary on receipt of a request in writing authorised by at least 25 members. The Agenda and Notice will be sent out to all members at least two weeks in advance of the meeting.

## **6. Finances**

The Group may raise funds by obtaining grants from other bodies or through fundraising schemes. All money raised by or on behalf of the MRA will be applied to further its aims and objectives.

All funds will be kept in a bank account opened in the name of the MRA

The four Officers of the Committee - the Chair, Vice Chair, Secretary and Treasurer - shall be signatories on the account. All cheques shall require at least two of these signatures.

The Treasurer will keep proper accounts of income and expenditure and must report on them, as required, by the Committee and general meetings.

All expenditure will be agreed and controlled by the Committee. Receipts should be acquired.

## 7. Changes to the Constitution

Once this initial Constitution has been endorsed at the next AGM in 2017 any further changes can only be made at a Special General Meeting or the AGM.

For decisions to be taken a quorum of at least 40 members must be present. The voting will be by simple majority. In the event that a quorum cannot be raised then voting can be by email or individual letter to members.

## 8. Leases and Agreements

As Trustees for and on behalf of the group, the current Chair, Secretary and Treasurer may enter into leases and access agreements that are transferrable to ongoing elected office bearers to further the aims and objectives of the group as set out in Clause 2.

## 9. The Dissolution of MRA

The Committee or, if the Committee no longer exists, a majority of the remaining members can propose that the Association be dissolved. Two thirds of those present, in a quorum of at least 40 members, must approve of the decision.

Any assets remaining after the Association has satisfied all of its liabilities must be used for the benefit of the whole village community.

**This Constitution was adopted at a committee meeting of Moreton Residents' Association on 20th June 2017**

### Signed

### Print Name

Chairperson.....

Ken Burch.....

Secretary.....

Aila Purdie.....

Treasurer.....

Richard Andrews.....