



## **EASTCOTE RESIDENTS' ASSOCIATION** **RULES and CONSTITUTION**

### **1 NAME**

The Association shall be known as "Eastcote Residents' Association".

### **2 THE AIMS AND OBJECTS OF THE ASSOCIATION**

The aims and objects of the Association shall be:-

- a) To assist the local Council and all other official and semi official bodies in the preservation of the amenities and in the orderly development of the district by making all practicable suggestions for ensuring such preservation and development, and where necessary by pressing for the adoption of such suggestions.
- b) To consider any complaint by a member that their amenities as a resident may be, or have been, adversely affected; and, where the Association deems it appropriate, to give the member advice or other assistance, suitable in the circumstances, in their efforts to retain or restore such amenities
- c) To assist the maintenance and development of the social life of the district by organising such functions and activities as may be considered desirable.
- d) To co-operate, if considered desirable, with any other organisation whose activities include, either directly or indirectly, the carrying out of any of the aims and objects set out in sub-headings a) to c) above.

### **3 LOCAL ELECTIONS AND POLITICAL PARTIES**

The Association shall not support, financially or otherwise, any candidate for election to any local government body, except that, with Annual General Meeting approval, it may sponsor its own independent and non-political candidate. The Association shall not support the general policy of any political party but shall not be prevented from expressing views or taking action on any specific point, irrespective of the views held or action taken by any political party.

### **4. MEMBERSHIP**

Residents of, or owners of, property in Eastcote who shall adhere to the aims and objects and conform to the Rules and Constitution of the Association shall be eligible for membership to the Association. Membership shall be open to owners and residents over 18 years of age regardless of nationality, race, political or religious belief. Any offensive behaviour including, racism, ageism, sexism or inflammatory conduct will not be permitted. The Executive Committee shall have the power provisionally to suspend, at its discretion, the membership of any member. The final decision shall be made at the next Annual General Meeting, to which the matter shall be reported and at which the member shall be heard if they so desire.

## **5. OFFICERS**

The Officers of the Association shall be as follows:-

- a) Chairman
- b) Vice-Chairman
- c) Treasurer
- d) Secretary
- e) Senior Road Steward.

The above, who shall be unpaid, shall be elected annually at the Annual General Meeting

## **6 MANAGEMENT**

The Association shall be managed by an Executive Committee consisting of-

- a) The Officers
- b) Up to twelve members, who shall be unpaid, and be elected annually at the Annual General Meeting.

## **7 ASSISTANT OFFICERS**

The Executive Committee may appoint an Assistant for any Officer, other than an Auditor, should such an Officer desire or require assistance in carrying out his duties.

## **8 PRESIDENT, VICE-PRESIDENT and AUDITOR**

A President, Vice-President and Auditor where necessary, may be elected annually at the Annual General Meeting. They shall not be eligible to hold office or to be members of the Executive Committee unless specifically authorised at the Annual General Meeting at which they are elected.

## **9 POWERS TO CO-OPT and SUB-COMMITTEES**

The Executive Committee shall have the power to co-opt members of the Association to fill casual vacancies or to add to its number for specific purposes; and to appoint Sub-Committees, which shall report periodically to it.

## **10 NOMINATIONS**

Nominations for membership of the Executive Committee or for any other office in the Association shall be in writing and shall be delivered to the Secretary at least seven clear days before the Annual General Meeting. The consent of the nominee must first be obtained by the member making the nomination. Verbal nominations may be made at the Annual General Meeting, but they should not be accepted if a ballot, involving the preparation of ballot papers, is already necessary or would then become necessary.

## **11 RIGHT TO ATTEND EXECUTIVE COMMITTEE MEETINGS**

The President, Vice-President, Auditor, Road Stewards and Eastcote and East Ruislip, Cavendish and Northwood Hills Ward Councillors of the Hillingdon Borough Council shall be eligible to attend and take part in the discussions at every meeting of the Executive Committee but they shall not be entitled to vote. Members may attend at the discretion of the Executive Committee but shall not be entitled to vote.

## **12 MEETINGS OF THE EXECUTIVE COMMITTEE**

The Executive Committee shall meet at least nine times a year. Five Members of the Executive Committee shall form a quorum. If the circumstances warrant, the Executive Committee may declare a Member no longer a Member of the Executive Committee.

### **13 ASSOCIATION MEETINGS**

Meetings of the Association shall be:-

- a) The Annual General Meeting
  - b) Executive Committee Meetings
  - c) Public or Open Meetings
- a) Annual General Meeting  
The AGM of the Association shall be held not later than 31 May each year. The business to be transacted shall include: -
- i) receipt and, if approved, adoption of the Chairman's report on the working of the Association for the year ended 30 April.
  - ii) receipt and, if approved, adoption of the Treasurer's statement and the Audited accounts of the Association for the same year.
  - iii) election of President, Vice-President, and Auditor.
  - iv) election of Officers for the year.
  - v) election of other members of the Executive Committee.
- b) Executive Committee Meetings  
Other Executive Committee meetings shall be convened:-
- i) when required by the Executive Committee
  - ii) within one calendar month of the receipt by the Secretary of a written request signed by at least twenty members of the Association and stating in precise terms the business for which the meeting is called. No business other than that stated in the notice convening the meeting shall be considered.
- c) Public or Open Meetings  
The Executive Committee may convene Public or Open Meetings for the furtherance of the aims and objects of the Association.

### **14 NOTICE OF MEETINGS**

Notice of meetings shall be published on the Eastcote Residents Association website and notice boards. Accidental failure to give such notice shall not invalidate any business transacted at such a meeting.

### **15 VOTING AT ANNUAL GENERAL MEETINGS**

Each member present shall have one vote on every matter decided. Voting shall be by a show of hands unless a ballot be demanded by at least one-third of the members present. The Chairman shall vote only in the event of a tie.

### **16 SUBSCRIPTIONS**

To become a member the annual subscription shall be paid at a minimum of £2.00 per household. The Executive Committee shall have the power to adjust the annual subscription at an Annual General Meeting, but any such adjustment proposed must, in order to be carried, receive two-thirds of the votes cast.

### **17 ALTERATIONS TO THE RULES AND CONSTITUTION**

These Rules and Constitution may be changed at an Annual General Meeting, The motion proposing the change in order to be carried must receive two-thirds of the votes cast.