



Myddelton Square Association

RULES AND CONSTITUTION OF THE MYDDELTON SQUARE ASSOCIATION 26.04.2014

1 NAME

The name of the Association shall be the Myddelton Square Association, also known as MSA, hereinafter called the Association.

2 OBJECTIVES

To protect and maintain the status, character and integrity of Myddelton Square as a heritage site in a conservation area and as a community asset.

3 MEMBERSHIP

Membership shall be open to all residents and all owners of property in Myddelton Square. Each member having paid the due subscription shall have a single vote.

The annual subscription shall be due on January 1st of each year. The amount shall be fixed by resolution in an Annual General Meeting.

Membership of the Association shall be acknowledgement of the acceptance of the Rules and Constitution.

Membership of the Association shall terminate:

When the member is no longer resident or the owner of property in the square, or when a subscription is more than six months overdue.

4 ORGANISATION

The day to day running of the Association shall be vested in a Committee which shall consist of up to ten members of the Association, the officers thereof being a Chairman, Vice Chairman, Hon. Secretary and Hon. Treasurer.

The election of the Committee and its officers shall take place at the Annual General Meeting.

Committee members so elected shall hold office until the following Annual General Meeting, when they shall be eligible for re-election.

Nomination for membership of the Committee shall be proposed and seconded by two members of the Association and notified to the Chairman or Hon. Secretary in advance of the Annual General Meeting and shall include the written consent of the nominee.

5 THE COMMITTEE

The Committee shall be empowered to fill any vacancy occurring on the Committee or among the officers for the remainder of its term of office; it shall also be empowered to co-opt up to three extra members if necessary. The Committee shall also be empowered to appoint sub-committees from the membership, whose decisions will be subject to confirmation by the Committee. The Committee shall meet as and when required, its quorum consisting of a simple majority of its members, at least two of whom must be officers.

6 MEETINGS

The Annual General Meeting of the Association shall be held not later than November 30th in each year. A report will be given at the Annual General Meeting of the year's work of the Association.

An Extraordinary General Meeting of the Association may be convened at any time by the Chairman or the Hon. Secretary, either upon written instructions of the Committee, or at the written request signed by no fewer than 10 members of the Association.

At the Annual General Meeting of the Association, or at any Extraordinary General Meeting, 25% of the membership shall constitute a quorum, and if not present, the meeting shall be adjourned to another day when members present shall form a quorum.

An Ordinary General Meeting of the Association may be convened at any time by the Chairman or the Hon. Secretary.

Any General Meeting of the Association may be convened on fourteen days' written notice to the members, which notice shall contain the Agenda.

Fourteen days' notice in writing must be given to the Chairman or Hon. Secretary of any resolution to be moved at any General Meeting unless such resolution is admitted by the Chairman at the Meeting.

A notice containing all resolutions and nominations to be moved, with the names of those proposing and seconding each resolution or nomination, shall be kept by a member of the Committee and be available for inspection by any member for seven days before the General Meeting.

7 VOTING

Voting at a meeting of the Association shall be by a simple majority by the show of hands unless a ballot is demanded by a majority. In the case of equality, the Chairman shall have the casting vote.

8 FINANCE

The property and funds of the Association shall be held and administered by the Committee. A resolution of the Committee shall be sufficient authority for any payment there from. The financial year shall end on October 31st up to which date an Annual Statement of Accounts and Balance Sheet shall be submitted for approval at the subsequent Annual General Meeting.

A banking account shall be opened in the name of the Association. Four Committee members will be appointed as signatories. All cheques shall be signed by two of them, one of whom one must be an officer.

9 AUDITORS

Auditors may be appointed by a resolution at the Annual General Meeting. Committee members shall not be eligible for appointment as auditors.

10 ALTERATION TO THE RULES AND CONSTITUTION

No alteration to the Rules and Constitution of the Association shall be made except at the Annual General Meeting or at an Extraordinary General Meeting.

11 All complaints or suggestions on matters regarding the Association shall be made in writing to the Committee or any of the officers.

12 In the event of the Association being wound up, any surplus funds shall be disbursed to a suitable registered charity to be decided by simple majority of the membership.