

THE GREEN WALLSEND RESIDENTS' ASSOCIATION

CONSTITUTION

(incorporating amendments approved at the 2012 Annual General Meeting)

NAME

1. The Association shall be called "The Green Wallsend Residents' Association"

OBJECTS

2. The objects of the Association are:
 - (1) the preservation and enhancement of the character of the village green at Wallsend and its surrounding environment having regard at all times to:
 - (a) its status as:
 - (i) an ancient village green registered under the provisions of the Commons Registration Act 1965; and
 - (ii) the central feature of The Green, Wallsend Conservation Area;
 - (b) the contents of The Green, Wallsend Character Appraisal as adopted as planning policy by North Tyneside Metropolitan Borough Council ("the Council") in October 2006 or hereafter modified or amended;
 - (2) for the purpose of (1), to represent the interests of its members in dealings with all those responsible for the appearance or management of the village green and the properties surrounding it and the local environment, including but not limited to:
 - (a) the Council;
 - (b) North Tyneside Primary Care Trust;
 - (c) SEC;
 - (d) Northumbria Police;
 - (e) local residents;
 - (f) the Village Green Surgery;
 - (g) the Hall;including doing so at meetings held for the purposes of the Neighbourhood Agreement between the Residents of The Green, Wallsend Conservation Area and the Council;
 - (3) the promotion of educational and social events of interest to its members and other local residents.

ELIGIBILITY FOR MEMBERSHIP

3. Membership shall be open to individuals aged 18 years or over :
 - (1) resident in any of the following:
 - (a) Park Villas;
 - (b) Hawthorn Villas;
 - (c) Elm Terrace;
 - (d) Lily Bank;
 - (e) the Hall Lodge;
 - (f) Crow Bank;

- (g) the houses fronting the east side of The Green from Jasmine House to Cross House Cottage inclusive;
- (h) the houses fronting the south side of The Green from Orchard House to Hunter's Lodge inclusive;
- (i) Grange Villas;
- (j) Grange Close;
- (k) Whitehouse Mews;
- (l) Hunter's Lodge;
- (m) The Grange, Park Road;
- (n) the Allen Memorial Church;
- (o) such other addresses as the Association from time to time in general meeting by special resolution decide;

or

- (2) who by reason of their special association with or interest in the village green the Association might from time to time in general meeting by special resolution decide (and on such terms as it shall decide).

MEMBERSHIP

- 4. A person who is eligible for membership under clause 3(1) above may apply to join the Association and upon tendering the annual subscription and agreeing to be bound by this Constitution (as amended from time to time) shall be admitted to membership.
- 5. A person who is eligible for membership under clause 3(2) above shall be invited by the Committee to become a member and upon tendering the annual subscription (if required) and agreeing to be bound by:
 - (1) this Constitution (as amended from time to time); and
 - (2) any special conditions determined by the Association under clause 3(2) above;

shall be admitted to membership.

ANNUAL SUBSCRIPTION

- 6. The annual subscription shall be such sum as the Committee shall decide. It shall be permissible for the Committee to stipulate a charge per household or per individual member as it thinks fit.
- 7. The annual subscription shall be payable on 1 October each year and the first payment shall be pro-rated in monthly increments for those joining on any other date during a year.
- 8. The Committee may end the membership of any person in arrears with payment of the annual subscription.

COMMITTEE

- 9. The Committee shall consist of:
 - (1) a Chairman;
 - (2) a Secretary;
 - (3) a Treasurer;
 - (4) between 2 and 5 other members;

all of whom shall be members of the Association.

10. The Committee must at all times include:
- (1) at least 1 member resident in Park Villas or Hawthorn Villas;
 - (2) at least 1 member resident in Whitehouse Mews or Hunter's Lodge;
 - (3) at least 2 members resident elsewhere;
- unless no eligible member is willing to stand.

DUTIES OF THE COMMITTEE

11. The Committee shall be responsible for the general management of the Association in accordance with this Constitution and the wishes of the Association expressed in general meeting.

DUTIES OF THE OFFICERS

12. **The Chairman:**

- (1) shall be the primary representative of the Association in its external dealings;
- (2) shall chair:
 - (a) general meetings of the Association;
 - (b) meetings of the Committee.

13. **The Secretary:**

- (1) shall maintain records of the affairs of the Association including:
 - (a) minutes of meetings;
 - (b) correspondence by or with the Association or otherwise relating to the affairs of the Association;
 - (c) an up-to-date list of members including their names, addresses, telephone numbers and e-mail addresses;
- (2) shall convene and organise:
 - (a) general meetings of the Association;
 - (b) meetings of the Committee;in accordance with this Constitution;
- (3) shall generally ensure that the affairs of the Association are conducted in accordance with this Constitution and directions given by the Committee.

14. **The Treasurer:**

- (1) shall manage the financial affairs of the Association;
- (2) shall keep proper accounts of the financial affairs of the Association;
- (3) shall report:

- (a) to the Committee as required;
 - (b) to the Association in annual general meeting and otherwise as required;
- upon the financial affairs of the Association.

15. **Other Members of the Committee:**

shall perform such functions as are reasonably required of them by the Committee and provide general support to the activities of the Association.

BANK ACCOUNT

- 16. A bank account shall be opened in the name of the Association.
- 17. Any cheque drawn on the bank account shall be signed by the Treasurer and one other officer of the Association and a mandate given to the bank accordingly.

ANNUAL GENERAL MEETING

- 18. The annual general meeting of the Association ("the AGM") shall be held approximately every 12 months on a date determined by the Committee.
- 19. The business of the AGM shall include:
 - (1) the approval of the minutes of the previous AGM;
 - (2) the Chairman's report;
 - (3) the Secretary's report;
 - (4) the Treasurer's report;
 - (5) the election of members of the Committee in accordance with the provisions of this Constitution.
- 20. At least 14 days' written notice of an annual general meeting shall be given by the Secretary to each member of the Association by delivery to his/her qualifying residence under clause 3 above or e-mail.

GENERAL MEETINGS

- 21. As well as the annual general meeting, there shall be at least 2 further general meetings of the Association during each calendar year on dates determined by the Committee.
- 22. The Secretary must, on a written request from at least 4 members, convene a general meeting within 28 days to consider the matters raised in the request.
- 23. At least 7 days' written notice of a general meeting shall be given by the Secretary to each member of the Association by delivery to his/her qualifying residence under clause 3 above or e-mail.

CONDUCT OF GENERAL MEETINGS

- 24. The venue shall be such convenient local place as the Committee might choose and notify to the members from meeting to meeting.
- 25. In the absence of the Chairman, those present at the meeting shall appoint a person to act as

chairman of the meeting.

26. Each household shall have one vote.
27. A quorum shall be the number of members needed to cast 8 eligible votes (including any proxy votes allowed by the chairman).
28. Voting shall (save as provided below) be by show of hands of those present.
29. Proxy voting shall be permitted at the discretion of the chairman but subject to a maximum of 2 proxy votes per person present.
30. Decisions shall be made by ordinary resolution save as otherwise provided in this Constitution.
31. References in this Constitution to a "special resolution" are to a resolution supported by at least 75% of a vote of a majority of all members of the Association (including proxies and subject to eligibility).
32. The chairman shall have a casting vote on all resolutions both general and special.

ELECTION OF THE COMMITTEE

33. The Committee shall be elected annually at the annual general meeting.
34. Nominations for the Committee must be in writing and reach the Secretary not less than 7 days before the annual general meeting.
35. Each nomination must be made by at least 2 members and the member nominated must have agreed to stand.
36. The secretary must prepare voting papers to be distributed at the meeting.
37. The papers must state the number of vacancies to be filled, the names of the retiring members of the Committee who wish to offer themselves for re-election and the names of the persons nominated to stand for election to the Committee.
38. Each member must vote by making a mark against the names of those persons he or she wishes to fill the vacancies, folding the voting paper and handing it in.
39. Any member handing in more than one voting paper must produce for each additional paper the written authority to vote on behalf of a member not present at the meeting (and subject to the above limit of 2 proxy votes per member present).
40. The votes for each name must be counted, and the vacancies must be filled by those with most votes.
41. In the event of a tie, the decision must be made by lot.
42. If there are no nominations, then the retiring members who have offered themselves for re-election must be declared re-elected.
43. The Committee may fill any vacancies arising in between elections, but a member who joins the Committee in this way must retire at the next annual general meeting.
44. The Committee may as it thinks fit appoint deputy officers from amongst its members and appoint one or more of its members to perform specific tasks.

CONDUCT OF COMMITTEE MEETINGS

45. The venue shall be determined by the Committee from meeting to meeting.
46. In the absence of the Chairman, those present at the meeting shall appoint a person to act as chairman of the meeting.
47. 3 members shall constitute a quorum.
48. Each member shall have one vote.
49. Voting shall be by show of hands of those present.
50. The chairman of the meeting shall have a casting vote.

CHANGES TO THIS CONSTITUTION

51. No alteration of or addition to this constitution may be made except by a special resolution at a general meeting the notice of which contained particulars of the proposed alteration or addition.

DISSOLUTION OF THE ASSOCIATION

52. If at any general meeting a resolution for the dissolution of the Association is passed by a majority of the members present and at a special general meeting held not less than 6 weeks later (of which not less than 4 weeks' written notice has been given to each member) and at which not less than one-half of the members are present that resolution is confirmed by a resolution passed by a majority of two-thirds of the members voting on it, the Committee must immediately, or at such future date as is specified in the resolution, proceed to realise the property of the Association and after the discharge of all liabilities must divide such property rateably in proportion to the total amount each member has paid in subscriptions among all current members, and on the completion of such division the Association will be dissolved.