



## CONSTITUTION of the MARCHMONT ASSOCIATION

(Incorporating amendments adopted at the AGM held on 17.5.16)

### 1. Name of the organisation:

The organisation shall be called the “Marchmont Association” (the Association). This is an association of residents and businesses centred on Marchmont Street, London, WC1.

### 2. Aims:

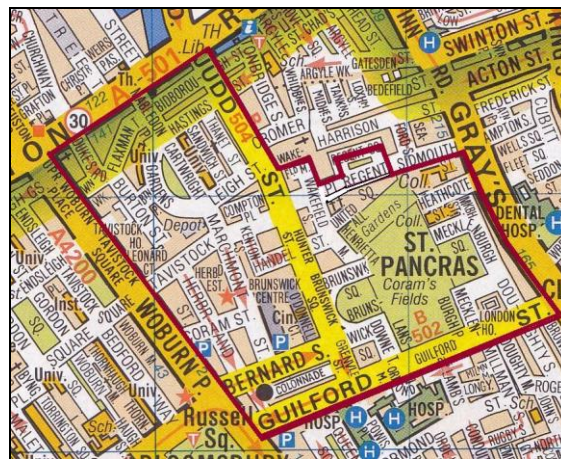
- a. To promote the on-going improvement of the Association’s area of benefit for the benefit of residents, businesses and visitors.
- b. To conserve the area’s historic character and raise awareness of its rich social history.
- c. To establish and maintain a safe, high quality street environment throughout the area of benefit, thereby ensuring that it remains an attractive place to live, work and visit.
- d. To promote community spirit, pride of place and a sense of shared responsibility for the area’s success.
- e. To promote the interests of residents and businesses in cases of new development within the area.
- f. To be a source of news and information about current activities and developments in the area.
- g. To promote the involvement of businesses and residents in the association.

We will seek to achieve these Aims by:

- Working in partnership and supporting the work of statutory bodies and other community and voluntary organisations in the area that share our Aims.
- Attracting external funding from a variety of sources.

### 3. Area of benefit:

The ‘Area of Benefit’ of the Association shall be the area enclosed by the bold red line on this map.



### 4. Membership:

- a. Membership shall be open to all residents, traders and businesses located within the Area of Benefit and supporting the aims of the organisation (the Members).

b. Subject to the agreement of the Committee, other organisations or associations outside the Area of Benefit, having similar aims and objectives, may be taken into membership.

#### **5. The Committee:**

a. The Committee shall comprise Chair, Vice-Chair, Secretary, Treasurer and six other members. At any time, if the Chair is a resident, the Vice-Chair shall be a business member and vice versa.

b. The Chair and other Committee members shall be elected from and by the Members of the Association at the Annual General Meeting (AGM). Other Officers shall be appointed by the duly elected Committee at its first meeting.

c. The Committee shall be elected for a period of one year, with the right to stand for re-election in the following and subsequent years.

d. The Committee may co-opt up to two additional members in the course of the year and fill any vacancies on the Committee as they arise.

e. The Committee shall be responsible for dealing with the matters for which the Association was formed, but shall be accountable to General Meetings. Decisions of the Committee shall be by simple majority.

f. The Committee shall meet as often as its members feel necessary to carry out the work of the Association. Seven days' notice shall normally be given for such meetings, except in emergencies, when twenty-four notice shall suffice.

g. The Chair shall ensure that Minutes are taken at each meeting and circulated to Committee members.

h. A quorum to enable Committee meetings to be valid shall be five members, to include at least one resident and one business member. Decisions arrived at by members attending an inquorate meeting will need to be ratified at the next quorate meeting.

#### **6. General Meetings:**

a. The Annual General Meeting (AGM) shall be held not later than the end of May each year, giving 21 days notice to Members. The agenda for these meetings shall include: confirming the Minutes of the last AGM, receiving the accounts and Annual Report of the Committee, electing the Committee and any other business proposed by the Committee.

b. Other General Meetings of the Association may be convened by the Committee, as and when required, giving at least 7 days notice to Members.

c. A Special General Meeting may be held if 12 Members submit a request to the Secretary; such meetings to take place within 21 days.

c. Decisions taken at all General Meetings shall require a simple majority. All Members shall be entitled to one vote.

#### **7. Finance:**

a. The financial year of the Association shall run from 1<sup>st</sup> April.

b. Responsibility for the proper management of the funds of the Association shall be vested in the Committee, with any two of three designated signatories appointed by the Committee being required to sign all cheques on behalf of the Association.

c. All moneys raised by or on behalf of the Association shall be used only to further the aims of the Association.

d. The Treasurer shall be responsible for keeping records of income and expenditure and for drafting annual accounts, which shall be verified by an independent, qualified person prior to presentation to the AGM.

**8. Alterations to the Constitution:**

- a. The Constitution may only be altered by a simple majority at an AGM or a Special General Meeting called for that purpose.
- b. Any proposed changes to the Constitution must be handed to the Secretary 14 days before the meeting in question.

**9. Dissolution:**

- a. The Association may only be dissolved at a Special General Meeting called for that purpose, giving Members 14 days notice.
- b. A proposal to dissolve the Association shall take effect only if agreed by two thirds of the Full Members present at the meeting.
- c. Any assets remaining after the payment of all debts and liabilities shall be given to charitable purposes, according to the wishes of the Members present.