

RULES

1. *Name*

The Association shall be called the Eastbury Residents' Association and shall be non-political and non-sectarian.

2. *Area*

The area covered by the Association is that part of Moor Park Ward of Three Rivers District in the County of Hertford bounded:-

- (i) to the North by Westbury Road from the Railway Bridge to Sandy Lane;
- (ii) to the East by Sandy Lane (inclusive) to Pretty Corner;
- (iii) to the East from Pretty Corner by Watford Road (inclusive) to the County Boundary;
- (iv) to the South by the County Boundary from Watford Road to Kewferry Road;
- (v) to the West by Kewferry Road (inclusive) to Batchworth Lane;
- (vi) to the North by Batchworth Lane (inclusive) as far as the Railway Bridge;
- (vii) to the North West by the route of the railway to Westbury Road Bridge.

Also forming part of the Association's area is the district eastward from Pretty Corner known as Oxhey Woods comprising The Woods, Oxhey Drive North (to the Cellular Telephone Tower), Oxhey Ridge Close, Oxhey Drive South and Sandy Lane to Pretty Corner (all inclusive).

The area under the control of H.M. Forces is excluded, but residents therein may apply for membership and shall be admitted at the discretion of the Executive Committee.

3. *Objectives*

The objectives of the Association shall be to further the interests of residents in the area indicated in paragraph 2 and to preserve and improve local amenities.

4. *Membership*

Membership shall be open to all adult residents in the Association area. Residents shall become Members of the Association on the payment of their first annual subscription at the rate per household then in force.

5. *Subscriptions*

- (a) The amount of the annual subscription payable per household for each financial year shall be determined by the Executive Committee.
- (b) Members failing to pay the annual subscription before the end of the financial year shall thereupon forfeit membership.

6. *Management*

(a) The Association shall be managed by an Executive Committee of twelve members of the Association comprising Officers and Members as indicated below.

(b) The Officers of the Association shall number four and be:

The Chairman
The Honorary Secretary
The Honorary Treasurer
The Honorary Membership Secretary

(c) Each Officer of the Association shall be elected at the Annual General Meeting and shall hold office until the next succeeding Annual General Meeting and shall then be eligible for immediate re-election.

(d) Committee Members, within the total Executive Committee membership of twelve, shall be elected at the Annual General Meeting and shall hold office until the next succeeding Annual General Meeting and shall then be eligible for immediate re-election. One Committee Member shall be responsible for Neighbourhood Watch affairs and another for Tennis affairs.

(e) The Executive Committee may co-opt Members of the Association to fill vacancies on the Committee during the course of the year; any person so co-opted shall hold office only until the next succeeding Annual General Meeting, but shall then be eligible for immediate election.

(f) The Executive Committee may appoint sub-committees from the Association Members as required.

(g) The Honorary Secretary shall take Minutes of the business transacted at General Meetings and at Meetings of the Executive Committee, such Minutes, having been proposed, seconded and adopted at the next appropriate Meeting, shall thereupon be lodged by the Honorary Secretary in a dedicated Minute Record Book.

(h) The Executive Committee shall appoint one or more Road Stewards for each road to look after the interests of the Members residing in those roads.

7. *Notice of Annual General Meeting, Nominations for Officers and Committee Members and Method of Election*

The Chairman, or otherwise the Honorary Secretary, shall circulate to all members a notice giving the date, time and place of the Annual General Meeting (A.G.M.) not less than ten weeks before the date of the A.G.M. and at the same time shall invite nominations for the Executive Committee and items for inclusion in the Agenda. Such nominations and items for the Agenda must reach the Honorary Secretary not less than eight weeks before the date of the A.G.M. The Honorary Secretary shall as soon as possible thereafter, but no later than two weeks before the date of the A.G.M., circulate to all members a copy of the formal notice convening the Meeting, a copy of the Agenda, a list of the current Officers and Executive Committee Members indicating thereon those nominated and willing to be re-elected and new nominations, a copy of the minutes of the previous A.G.M. if not previously circulated, a copy of the Chairman's Report and a copy of the examined accounts for the preceding financial year. In the event of more nominations being received than there are vacancies for Officers and/or Executive Committee Members, a ballot shall be held at the A.G.M.

8. *Meetings*

(a) Eight Meetings of the Executive Committee shall normally be held each year. Six members shall form a quorum. Save in exceptional circumstances, Officers and Members of the Executive Committee are expected to attend at least four Meetings per annum.

(b) The Annual General Meeting of the Association shall be held in May or June of each year for the following purposes only:

- (i) To confirm the Minutes of the last Annual General Meeting and of any General Meetings which have taken place since.
- (ii) To receive the examined accounts and the Chairman's report for the preceding financial year.
- (iii) To elect Officers of the Association.
- (iv) To elect Members of the Executive Committee.
- (v) To appoint an Independent Examiner.
- (vi) To vote on any motions arising from items included on the Agenda of the meeting circulated in accordance with Rule 7. The acceptance of any amendment thereto shall be at the absolute discretion of the Chairman.
- (vii) To discuss any other business.

(c) A Special General Meeting of the Association shall be called by the Honorary Secretary whenever so directed by the Executive Committee, or upon a requisition signed by not less than 20 Members, specifying the business for which such Special Meeting is to be convened. The Honorary Secretary shall call the meeting within six weeks from the receipt of such direction or requisition, and shall give to each member not less than seven days' notice of the date of the meeting and the agenda thereof. No resolution may be put or business discussed other than that specified on the notice convening the meeting. A poll of the whole Association shall be taken promptly if demanded by not less than 50 per cent of the Members present.

(d) The Chairman of the Association shall take the Chair at all meetings at which he is present, but in his absence, another Officer shall take the Chair; or, in the absence of any Officers, an Executive Committee Member. In the event of no Member of the Executive Committee being present the Meeting shall elect a Chairman from among their number.

(e) 20 Members present shall constitute a quorum for all General Meetings.

(f) On all resolutions each Member of the Association shall have one vote. In the event of voting at meetings the Chairman of the meeting shall have an extra or casting vote, or in the case of a poll then the Chairman of the Association shall have a casting vote.

Any resolutions, or amendments, put to the vote shall be deemed to have been passed if a simple majority of those voting shall be in favour, by a show of hands or a ballot at a General Meeting or of cards returned, if a poll has been properly demanded, except in respect of any resolution affecting Rule 11 and/or Rule 12, when it shall be necessary for 75 per cent of those voting to be in favour.

9. *Finance*

(a) The financial year of the Association shall run from the 1st April to 31st March.

(b) The Honorary Treasurer shall be responsible for the Association funds and shall keep proper books of account in respect thereof. Such funds shall be kept in one or more banking accounts opened in the name of the Association. Cheques drawn on the accounts must be signed by the Treasurer and one other Officer of the Association. The Executive Committee shall have power to invest surplus moneys in such manner as they see fit.

10. *Independent Examiner*

The Independent Examiner appointed by the Annual General Meeting each year shall not be a member of the Executive Committee.

11. *Dissolution of the Association*

The Association may be dissolved by a resolution to that effect being adopted at a Special General Meeting. If the resolution is carried the Honorary Treasurer shall then present examined accounts to date for approval. Any surplus moneys shall be distributed to local charities as agreed at the meeting. The Association shall then cease to exist, save that the Treasurer shall give notice in the Watford Observer that all the moneys have been distributed as agreed.

12. *Alteration of Rules*

These rules may be altered only by resolution at a General Meeting.

Revised June 2012