



DORRIDGE & DISTRICT RESIDENTS ASSOCIATION

ESTABLISHED 1961

CONSTITUTION AND RULES

NOTE: For the purposes of this Constitution the term "Members" means residents living within the area served by the Dorridge & District Residents Association who have paid an annual subscription to the Association.

The term "Committee" means those Members who have been elected to form a Committee at the Association's Annual General Meeting or who have subsequently been co-opted by the Committee in accordance with the Association's rules.

DORRIDGE AND DISTRICT RESIDENTS ASSOCIATION

CONSTITUTION AND RULES

1. **TITLE.** The Dorridge and District Residents Association. Also known as 'DDRA'.
2. **OBJECTIVES.** The protection and furtherance of the interests of the residents of Dorridge and District, and the preservation and improvement of the amenities, facilities and environment of the area .
3. **POLICY.** The Association will have no political or religious affiliation and will recognise the equality of all residents, regardless of race, nationality or gender.
4. **MEMBERSHIP.**
 - 4.1 Membership will be open only to residents of Dorridge and District aged 18 or over, but the Committee may extend membership to other individuals whose acceptance may be helpful to the Association.
 - 4.2 Life Membership may, at an Annual General Meeting, be offered to any Member who has rendered exceptional service to the Association. A Life Member will receive the benefits of membership but will not be required to pay any subscription.
5. **SUBSCRIPTION.** A subscription will be payable annually for the year January-December. The sum payable may be varied only by majority agreement at an Annual General Meeting.
6. **ANNUAL GENERAL MEETING.**
 - 6.1 The AGM will be held locally before the end of March each year at a date fixed by the Committee.
 - 6.2 At least fourteen days' notice of the AGM will be published in the Association's Newsletter or in the local press, and in Notice Boards maintained by the Association.
 - 6.3 Business at the AGM will be agreed by the Committee. Any Member wishing to have an item included must give it in writing to the Secretary not less than fourteen days before the date of the meeting.
7. **SPECIAL MEETINGS.**
 - 7.1 A Special General Meeting can be called either by the Committee or when at least 25 Members of the Association submit a written request to the Secretary, signed by all 25 and stating the reason for the meeting.
 - 7.2 Such a meeting will be held locally at a date not less than fourteen days and not more than thirty days from receipt of the request. The meeting will be publicised in the same way as the AGM.

8. **COMMITTEE MEETINGS.** The Committee will meet regularly on dates agreed annually in advance by the Committee.
9. **FINANCIAL YEAR AND ACCOUNTS.** The Financial Year of the Association will be from 1 January to 31 December and the audited accounts for that year or part year will be presented at the Annual General Meeting.
10. **OFFICERS.**
 - 10.1 The Officers of the Association will consist of Chair, two Vice Chairs, Secretary and Treasurer, who will be elected at each Annual General Meeting
 - 10.2 Members wishing to nominate officers for election must do so on a Nomination Form obtained from the Secretary. The form should be returned to the Secretary not less than seven days before the AGM, having gained the consent of the nominee. Committee Members making nominations will do so at the Committee meeting prior to the AGM.
11. **THE COMMITTEE.**
 - 11.1 The Committee will consist of the Officers and up to fifteen Committee Members. The Committee may, if the need arises, co-opt additional Committee Members at any time.
 - 11.2 The Committee will be elected at the AGM, nominations being submitted at the meeting with the consent of the nominee.
12. **QUORUM.** A quorum of the Committee will be not less than one third of the Committee. A quorum for the AGM will be at least twenty Members of the Association.
13. **CONTINUITY OF MEMBERSHIP OF THE COMMITTEE.**
 - 13.1 A Committee Member who fails to attend three consecutive meetings of the Committee without submitting an apology may be asked, by majority decision of the Committee, to resign office.
 - 13.2 A Committee Member whose actions bring or may bring the Association into disrepute may, after consideration of the facts, be asked to resign office.
 - 13.3 A Committee Member who is elected to local or national government will no longer be eligible to serve as a Committee Member.
14. **VOTING.** At any meeting of the Association every Member present will have one vote, and at any committee meeting every Committee Member will have one vote. In the event of a tie the Chair will have a casting vote in addition to his or her ordinary vote.
15. **DISSOLUTION OF THE ASSOCIATION.** The Association can be dissolved at any time by a resolution supported by at least two thirds of Members present at a Special Meeting (see Para 7) of which at least twenty one days' notice has been given by advertisement in the local press and by notices displayed locally. Such a resolution may give instructions for the disposal of the Association's assets provided that if any assets or property remain

after the settlement of all debts and liabilities these may not be paid to or distributed among the Members or Committee Members, but should be given or distributed among other institutions whose objects are similar to those of the Association.

16. **ALTERATIONS TO THE CONSTITUTION AND RULES.** The Constitution and Rules of the Association can only be altered at an Annual General Meeting or at a Special General Meeting called for the purpose.

17. **ACCESS TO THE CONSTITUTION AND RULES.** Members may consult the Constitution and Rules at any time by contacting any Committee Member, or by visiting the DDRA website : www.Dorridge.org.uk Committee Members will be given a copy of the Constitution and Rules on joining the Committee.