

ONslow VILLAGE RESIDENTS' ASSOCIATION

RULES

1 THE ASSOCIATION shall be known as ONslow VILLAGE RESIDENTS' ASSOCIATION (OVRA).

2 THE OBJECTS of the Association shall be to safeguard the amenities of Onslow Village (as defined in Rule 3) and to promote the welfare, interests and well-being of the residents.

3 MEMBERSHIP shall be per household and principally limited to those residing within the boundaries of Onslow Village, as delineated on the map in Appendix 1.

Households with close geographical or historical connections with Onslow Village may apply to become members and once accepted by the committee shall have exactly the same rights and privileges as 'resident members', and they may stand for election to the Committee, or be co-opted to it. However such membership shall not form more than 15% of the total membership at any one time.

4 MANAGEMENT OF THE ASSOCIATION.

- i. The Association shall be managed by a Committee consisting of Officers and up to nine other members.
- ii. The officers shall be Chairman, Secretary and Treasurer. No person may hold more than one office at a time.
- iii. The Committee shall be elected at the Annual General Meeting (AGM).
- iv. The Officers shall normally be elected for a term of three years and the other Committee members for a term of one year, after which terms, all are eligible for re-election.
- v. A Committee member who fails to attend three consecutive Committee Meetings and fails to send an apology in each case shall be deemed to have resigned from the Committee.
- vi. The Committee shall be empowered to co-opt up to two members to the Committee and to fill any vacancy in their number during the year that may occur due to resignations or other reasons.
- vii. In the absence of the Chairman, the Committee shall elect one of their number to take the Chair for the meeting.
- viii. At any Meeting, in case of a tie in votes, the Chairman shall have an additional casting vote.
- ix. The Committee shall have the power to appoint sub-committees and representatives as it may consider necessary in the interest of the Association.
- x. The Committee shall have the power to expel any member who shall offend against the rules of the Association or whose conduct shall in the opinion of the Committee render him or her unfit for membership of the Association. Such expulsions shall be reported to the next AGM.

5 HONORARY MEMBERSHIP. The Committee may from time to time recommend to the AGM for approval, any member for Honorary Life Membership, who, in the opinion of the Committee, has rendered exceptional services to the Association over a number of years. If ratified by the AGM, these members will pay no further subscription.

6 SUBSCRIPTION AND FINANCE.

- i. The annual subscription shall be decided at the AGM and shall be payable on joining the Association and thereafter by 1st April each year. Under normal circumstances, any member who has not paid his membership by 1st June shall be deemed to have resigned from the Association.
- ii. Cheques drawn on the Association funds shall bear the signatures of any two of the following: Treasurer, Secretary, Chairman.
- iii. The Financial Year shall end on 31st December each year.
- iv. The Treasurer shall submit accounts to the Auditor as soon as possible after the financial year ends.

7. NOMINATION OF OFFICERS, COMMITTEE MEMBERS AND RESOLUTIONS.

- i. Nominations, proposed and seconded, can be sent by any member to the Secretary. Nominations can also be made at the AGM by members.
- ii. Any resolution to be moved at the AGM shall be sent in writing to the Secretary at least 21 days before the meeting and shall bear the names and signatures of the proposer and seconder.

8. ANNUAL GENERAL MEETING. The AGM of the Association shall be held each year normally within three months of the end of the financial year to transact the following business:

- i. To receive and approve the Committee's Report.
- ii. To receive and approve the audited accounts.
- iii. To appoint an Auditor, who cannot be a Committee member.
- iv. To decide on the annual subscription.
- v. To deal with any matters proposed by the Committee or sent to the Secretary by members under Rule 7.

- vi. To decide any rule changes.
- vii. To elect Officers and Committee Members.
- viii. Any other business.

Notice convening the AGM shall be sent to the members not less than ten days before the meeting and shall specify the matters to be dealt with.

9. A SPECIAL GENERAL MEETING. (SGM) may be convened at any time by the Committee or shall be convened within twenty one days from receipt of a requisition in writing signed by not less than twenty member households specifying the object of the meeting. Notice convening an SGM shall be sent to the members not less than ten days before the meeting and shall specify the matters to be dealt with.
10. VOTING AND QUORUM.
 - i. Only members are entitled to vote and must have joined the Association not less than twenty one days prior to the date of the meeting.
 - ii. At Committee Meetings the quorum shall be 50% of the total elected members.
 - iii. At General Meetings the quorum shall be 10% of the member households. Each household (Rule 3) and not an individual shall have one vote and the person voting shall be over the age of 18.
 - iv. Voting shall be by a show of hands unless the Chairman orders a secret ballot.
11. RULE CHANGES OR WINDING UP OF THE ASSOCIATION. These matters shall only be taken up at an AGM or SGM. There must be at least two thirds of the members attending in favour of the proposals for them to be passed. In the event that the proposal to wind up the Association is agreed, then after the debts and liabilities have been met, the remaining financial and other assets shall be made over to such charities as agreed by the Meeting.
12. OTHER MATTERS. Any matters for which provision is not made in these Rules shall be dealt with by the Committee and reported to the next AGM for approval.

APPENDIX 1: Map of Onslow Village

