

# NOTICE

## **NORTH WEST ESSEX AND EAST HERTS PRESERVATION ASSOCIATION (NWEHPA)**

### **55<sup>TH</sup> ANNUAL GENERAL MEETING**

**Wednesday 26th May 2021 at 8pm  
Silver Jubilee Hall, Brewer's End, Takeley, CM22 6QX**

### **AGENDA**

1. Apologies for absence.
2. Minutes of the Annual General Meeting of 5th June 2019.
3. Matters arising from the Minutes not on the Agenda.
4. Chairman's Report.
5. Treasurer's Report and approval of Accounts for year ended 30 September 2019.
6. Treasurer's Report and approval of Accounts for year ended 30 September 2020.
7. To consider the proposal to rename the Association as **Stansted Airport Watch**.  
(Requires approval by two-thirds of those attending and voting.)
8. To consider the proposed revised Constitution.  
(Requires approval by two-thirds of those attending and voting.)
9. Election of Chairman.
10. Election of Deputy Chairman.
11. Election of Treasurer.
12. Election of Secretary.
13. Election of not more than eleven additional members of the Executive Committee.
14. Any other business.
15. Conclusion of the meeting.

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Stop Stansted Expansion (SSE) is a working group of the North West Essex and East Herts Preservation Association (NWEHPA). As such, members of SSE are entitled to attend and vote at this meeting.

### **NORTH WEST ESSEX AND EAST HERTS PRESERVATION ASSOCIATION**

Chairman: Peter Sanders • Deputy Chairman: Irene Jones

Treasurer: Denise Williams • Secretary: Sarah Cousins

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# STANSTED AIRPORT WATCH

## CONSTITUTION (as amended 26 May 2021)

### DEFINITIONS

1. In this Constitution the following words and abbreviations shall have the meanings ascribed to them in this clause:

“SAW” – Stansted Airport Watch

"NWEHHPA" - North West Essex and East Herts Preservation Association.

"Member" - a Member of SAW.

“Executive” - the Executive Committee of SAW.

“Officers” – The officers of SAW as defined herein

"Secretary" - shall include any person appointed to perform the duties of the Secretary temporarily.

Words importing the masculine gender shall also import the feminine.

2. The name of this organisation is “Stansted Airport Watch”, its name having been changed from "North West Essex and East Herts Preservation Association" by resolution of its members at a meeting on 26 May 2021. The abbreviation “SAW” may be used.

### OBJECTIVES

3. The objectives of SAW are:

(i) to represent and assist by all means the interests of Members in the preservation of the amenities, the natural environment and the quality of life of such geographical area as may be affected by the operations of Stansted Airport;

(ii) in particular to contain the development and impact of Stansted Airport within sustainable limits and, in this way, to protect the quality of life of residents over wide areas of Cambridgeshire, Essex, Hertfordshire and Suffolk, to preserve our heritage, to protect the natural environment, and to limit the impact on climate change; and

(iii) to co-ordinate the efforts of all persons and organisations in furtherance of the objectives in (i) and (ii) above in the most effective manner possible.

### MEMBERSHIP and SUBSCRIPTIONS

4. The membership of SAW shall consist of persons and organisations who subscribe to the objectives of SAW and to its funds.

5. All Members shall pay an initial subscription fee upon joining and will be invited to pay an annual subscription fee on each anniversary of the date of joining. The scale of fees shall be set by the Executive Committee.

### MANAGEMENT

6. The management of SAW shall be vested in its Executive Committee, which may be referred to also as the Executive. Only Members of SAW may be appointed or co-opted onto the Executive Committee.

7. The Executive shall have a maximum of fifteen members including the Officers of SAW and any persons co-opted as hereinafter provided.

8. The Officers of SAW shall be a Chairman, a Deputy Chairman, a Secretary and an Honorary Treasurer or such variations thereof as the Members may determine at a General Meeting.

9. The Officers and members of the Executive shall be elected by the Members at an Annual General Meeting and shall hold office for the period until the next Annual General Meeting, when they shall be eligible for re-election. Should any of the Officer positions remain vacant after a General Meeting or should any become vacant, then the Executive shall seek to fill the vacancy as soon as practicable. In the absence of a permanent appointment, the Executive should appoint one of its members to fulfil the role until the end of the next meeting, whether the next meeting be an Executive meeting or a General Meeting. Co-opted members of the Executive shall hold office only until the next Annual General Meeting, when they shall be eligible for election.

### POWERS OF THE EXECUTIVE

10. The Executive shall pursue the objectives of SAW in such manner and by such means as it may determine, subject nevertheless to this Constitution and to such rules and directions not inconsistent with this Constitution as may be prescribed by the Members in General Meeting. Without prejudice to the generality of the foregoing the Executive shall have power:

(a) to appoint and/or remove any Officers and such assistants and servants as may be deemed necessary or desirable, whether with or without salaries or compensations for loss of office;

(b) to co-opt additional members of the Executive in accordance with Clauses 6 to 9; and

(c) to fill any casual vacancies on the Executive as may arise by reason of death or resignation.

(d) to determine whether any, and if so, what subscriptions shall be payable to SAW in accordance with Clause 5;

(e) to work with other organisations on projects or campaigns having objectives consistent with SAW’s objectives; to

appoint members of working groups or committees that may be established to pursue such projects or campaigns; and to apply SAW funds in support of such projects or campaigns.

11. Without prejudice to the provision of Clause 6 above, the Executive may delegate any of its powers to a Sub-committee or Sub-committees as it thinks fit. Any Sub-committee so formed shall include at least one member of the Executive and such other Members of SAW as the Executive may nominate and shall, in the execution of powers so delegated, conform to any directions given by the Executive.

### MEETINGS

12. An Annual General Meeting shall be held once a year at such time and place as the Executive may decide from time to time. Fully paid-up Members shall be entitled to attend and vote at General Meetings. Each Member shall have one vote, whether they be an individual or an organisation.

13. The Executive may call a Special General Meeting at any time. If at least thirty members request such a meeting in writing stating the business to be considered the Secretary shall call such a meeting within 30 days of receipt of such request. At least 21 days' notice of this meeting must be given. The notice must state the business to be discussed.

14. The Chairman shall preside at all General Meetings and meetings of the Executive but if there be no Chairman or if he be absent, the Deputy Chairman shall preside. If there be no Deputy Chairman or if he be absent then the members present shall choose one of their number to preside.

15. Except as specified in Clause 26, at all meetings, whether General Meetings of Members, Executive Meetings or Sub-committee meetings, a resolution put to the vote of the meeting shall be decided on a show of hands by a majority of those eligible to vote and present in person, each person being entitled to one vote. A declaration by the chairman of the meeting that a resolution has been carried or not carried by a particular majority shall be conclusive.

16. In the case of an equality of votes on a show of hands, the chairman of the meeting shall be entitled to a second or casting vote.

17. The Executive shall cause proper minutes to be made of all appointments of Officers and of the proceedings of all General Meetings of Members and all meetings of the Executive and of any Sub-committees. Any such minutes of any meeting, if signed by the chairman of such meeting or by the chairman of the next succeeding meeting, shall be deemed sufficient evidence without further proof of the facts therein stated.

#### **PROCEEDINGS OF THE EXECUTIVE**

18. The Executive may hold meetings, adjourn and otherwise regulate its meetings as it shall see fit, but so that at least two meetings shall be held each year. Four members of the Executive shall constitute a quorum.

19. On the request of the Chairman or of not less than three members of the Executive, the Secretary shall at any time summon a meeting of the Executive. At least four clear days notice of such meeting shall be given unless the Chairman shall otherwise direct.

#### **NOTICES**

20. Notices of General Meetings of SAW or the Executive or Sub-committees shall be given in such time and in such manner as the Executive may direct. Notices convening General Meetings of SAW may be given by public notice rather than by notice sent to Members individually. Notices need not prescribe either the agenda of the meeting or the text of any resolution to be proposed at the meeting. Failure of any person to receive notice of any such meeting shall not invalidate the proceedings of such meeting.

#### **RECEIPTS AND PAYMENTS**

21. The Honorary Treasurer shall keep a banking account or accounts in the name of Stansted Airport Watch. Additional banking accounts may be opened in the name of any campaign or venture that is undertaken by SAW, as may be authorized by any two Officers. All money received by the Honorary Treasurer shall be paid into one of these accounts, as appropriate. Withdrawals from such accounts may be upon the single signature of any one of the Officers for amounts under £2,000, or upon the signatures of any two Officers for amounts of £2,000 or more.

22. The Executive shall cause proper books of account to be kept to record:

(a) all sums of money received and expended by SAW and the matters in respect of which such receipt and expenditure take place; and

(b) of the assets and liabilities of SAW.

Such books of account shall be kept in the custody of the Honorary Treasurer.

23. Once at least in every year the books of account of SAW shall be examined by at least one qualified accountant who shall not be a member of the Executive.

24. Once at least in every calendar year the Executive shall approve and lay before the Members in General Meeting an income and expenditure account and balance sheet, made up to a date not more than nine months before such meeting, together with a report of the reporting accountant(s) thereon.

#### **INDEMNITY**

25. Every Officer, member of the Executive, member of any Sub-committee and every reporting accountant of SAW shall be indemnified against risk or expense out of the funds of SAW if so approved by the Executive.

#### **ALTERATIONS TO THE CONSTITUTION**

26. The Constitution may be altered by a resolution passed by not less than two thirds of the Members present and voting at a general meeting. At least 21 days' notice must be given of the general meeting at which such a resolution will be proposed and the notice must include notice of the resolution, setting out the terms of the alteration proposed.

#### **DISSOLUTION**

27. If the Executive decides that it is necessary or advisable to dissolve SAW it shall call a meeting of all Members, of which not less than 21 days' notice (stating the terms of the resolution to be proposed) shall be given. If the proposal is confirmed by a two-thirds majority of those present and voting the Executive shall have power to realise any assets held by or on behalf of SAW. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other organisation or organisations having objectives similar to the objectives of SAW as the Members of SAW may determine, or failing that shall be applied for some charitable purpose.

## **NWEEHPA's Constitution: changes to be proposed at the AGM 26 May 2021**

NWEEHPA's current constitution was last amended at the AGM on 22 April 2009.

NWEEHPA's Executive Committee now proposes the adoption of new wording after making changes as described below. To succeed, the proposal requires the support of not less than two-thirds of the members present and voting at the AGM.

General: The primary aim is to change the name of the organisation from North West Essex and East Herts Preservation Association ("NWEEHPA") to Stansted Airport Watch ("SAW"). This is considered to be a better description of the organisation's ongoing role. Each occurrence of the name or abbreviation will be amended.

Other changes are generally aimed at clarification and simplification of rules and procedures.

Clause 3(i): in reference to preservation, replace *"the environment and the quality of life of North West Essex and East Hertfordshire"* with *"the natural environment and the quality of life of such geographical area as may be affected by the operations of Stansted Airport"*.

Clause 3(ii): extend the reference to containing the development and impact of Stansted Airport by adding: *"within sustainable limits and, in this way, to protect the quality of life of residents over wide areas of Cambridgeshire, Essex, Hertfordshire and Suffolk, to preserve our heritage, to protect the natural environment, and to limit the impact on climate change"*.

Clause 5: to reflect the actual practice for collecting subscriptions, change from, *"All Members shall pay the current annual subscription fee. Such fee is payable upon joining and then on each subsequent anniversary of the date of joining."* to *"All Members shall pay an initial subscription fee upon joining and will be invited to pay an annual subscription fee on each anniversary of the date of joining."*

Clause 7: to simplify the committee structure and allow more flexibility, change from:

*"The Executive shall have a maximum of thirteen members, consisting of:-*

- (i) the Officers of NWEEHPA;*
- (ii) not more than six additional persons elected at a General Meeting; and*
- (iii) not more than three additional persons co-opted as hereinafter provided."*

to:

*"The Executive shall have a maximum of fifteen members including the Officers of SAW and any persons co-opted as hereinafter provided."*

Clause 9: remove unnecessary reference to "co-opted Officers" and make provision for resolving any situation where an Officer post is not filled at the AGM by adding:

*"Should any of the Officer positions remain vacant after a General Meeting or should any become vacant, then the Executive shall seek to fill the vacancy as soon as practicable. In the absence of a permanent appointment, the Executive should appoint one of its members to fulfil the role until the end of the next meeting, whether the next meeting be an Executive meeting or a General Meeting."*

Clause 10(a): expand the Executive Committee's power to appoint and remove Officers from just *"the Secretary and the Honorary Treasurer"* to *"any Officer"*.

Clause 10(b): expand the cross-reference from *"Clause 7"* to *"Clauses 6 to 9"*.

Clause 21: change *"him"* to *"the Honorary Treasurer"*.

In addition, there are several minor typographical corrections.

A copy of the full text of the proposed new constitution is distributed with the notice of meeting.