

1. Name of Association

The name of the association shall be: Railway Cottages Residents Association [the Association]

2. Aims

The Railway Cottages Residents Association is the residents association for Ringslade Road, Cumberland Road, Warberry Road, Bradley Road, Leverton Close - henceforth known as the area or the neighbourhood. The Association aims:

- a.** To promote and encourage residents of the area to organise themselves, speak out and take action on matters of common interest and concern - as set out below. The Association will also encourage residents in the area to organise themselves for similar purposes, or for community-related activities and purposes which sit well with our aims and principles.
- b.** To promote and encourage the participation in the life of the local community of every resident in the area. In particular:
 - to promote communication, co-operation, solidarity, mutual aid and awareness throughout the local community
 - to oppose racism, sexism, poverty and other forms of discrimination or injustice based on class, race, gender, disability, age, status (housing status, legal status, qualifications etc), belief, background or lifestyle, and so on
 - to oppose public anti-social behaviour, and to support vulnerable members of the community
- c.** To ensure that all residents are consulted regularly and that they have the opportunity and ability to influence, and eventually make, all the decisions which affect them or the neighbourhood.
- d.** To promote residents rights and collective interests, and to improve the quality of life for local people.
- e.** To affiliate to any body that furthers the interests of residents.

3. Activities

- a.** The Association will work for:
 - neighbourliness and community spirit
 - a safe, pleasant and green local environment
 - a wide range of publicly-accountable community facilities and resources
 - decent, adequate, affordable and secure housing for all
- b.** The Association aims to encourage and carry out many diverse activities and campaigns, including for example:
 - effective traffic calming throughout the area
 - greater facilities for all the community - all age groups, backgrounds, interest groups etc
 - a residents skills and resources sharing
 - promotion of residents arts and creativity
 - action to improve housing conditions
 - improvements to the condition and maintenance of local streets (rubbish, lighting, pavements etc)
 - improvements to neighbouring parks and green spaces
 - promotion of residents street parties and other events which bring people together
 - a positive range of responses to discourage aggressive, anti-social behaviour - and to support those affected
 - support for residents independent, self-organised activities and groups (which do not conflict with the Association's aims)
 - and other activities consistent with the Association's aims...
- c.** The Association will email residents and leaflet about meetings - and will establish a website.
- d.** The Association will aim to create an atmosphere of trust and enthusiasm, caring and co-operation at meetings

and among members generally - along with a determination to promote community spirit and to defend the interests of the community.

e. The Association aims to have a good working relationship with all those who are employed to work in the area, and with officials from the Council and other organisations who manage resources and services which may be useful to local residents.

4. Membership

a. Every person living within the area, whatever their housing status (tenant, owner etc), shall automatically, without exception, be entitled to become a member of the Association upon informing the Association that this is their wish, and that they broadly agree with the general aims of promoting community spirit, a better environment, and improved facilities and services. Also landlords within the area who are not resident are entitled to become members.

b. Residents bordering the area shall be entitled to associate (non-voting) membership.

c. The Association will strive to increase its membership, and to try to ensure that its membership reflects the diversity and make up of the local community.

d. Membership is free, but donations from members are welcome.

5. Networking

a. The Association endeavours to encourage all manner of direct contact and interaction between members, and among residents generally. This may take the form of skills and resource exchanges, street by street communication and co-operation, miscellaneous initiatives, socialising and friendships.

b. The Association aims to have Street Contacts in each street to act as two-way liaison between those involved in the association and residents generally.

c. The association aims to develop good relations with residents groups in neighbouring areas.

6. General Meetings

a. Meetings will usually be held at least 3 times a year publicised to all members and open to all residents in the area.

b. At all meetings, those present must respect others rights to be heard. All members are encouraged to attend and to air their points of view.

c. Decisions at General Meetings are to be made by consensus where possible, voting where necessary (by a simple majority of members present and voting). Those who are members, or agree to become members before the meeting, will be entitled to vote.

d. The quorum for policy-making decisions at a General Meeting shall be 4. If less than 4 members are present, any such decision must be ratified at the next General Meeting.

e. Members at General Meetings can convene working groups, having rules of working agreed by the Association. Any member can attend such meetings.

f. Any member dissatisfied with any functioning of the Association can put their views in writing to be discussed at the next General Meeting, and can expect a reply.

g. Minutes of all meetings will be available to all members via email and website.

7. Special Meetings

A General Meeting may at any time call a Special Meeting of the Association for considering specific matters which they may decide. The same guidelines apply as those for General Meetings.

8. Notice of Meetings

Notice will be sent to every members address, with the date, time, place of all General or Special Meetings. 1 weeks notice for general meetings, 2 weeks for the AGM.

9. Responsibilities

a. The Association shall delegate responsibilities to individual members as and when needed, including for co-ordination and administration purposes. Each Meeting shall elect a chair and minute-taker for that meeting, and further delegate members to specific tasks as and when needed.

b. Any members wishing to be actively involved in the day to day running of the association shall be encouraged to get involved as much or as little as they wish.

c. Any meeting may delegate a member to represent the Association at another event or organisation. Anyone representing the Association should abide by the associations policies and wishes and should report back to the next meeting. No-one can speak for the Association unless this has been agreed at a meeting.

d. All officers and delegates, when acting on behalf of the Association, must further the aims of the Association, and conduct themselves in an appropriate manner.

10. Annual General Meeting

a. Each year there will be an Annual General Meeting (AGM), with members given at least 14 days notice.

b. At this meeting:

- There shall be Reports outlining and summarising the past years activities - as well as discussion about those activities, and future activities and goals.
- There will be elections for Chair, Secretary, Treasurer and up to two extra bank signatories
- Those with other positions shall be subject to ratification, recall or replacement.
- Amendments may be made to the constitution. They should be submitted in writing at least 14 days before the meeting.
- Other business may take place, as decided by the previous General Meeting, or by members present at the AGM.

c. The quorum for Annual General Meetings shall be 6. If less than 6 members are present, any decision must be ratified at the next General Meeting - but no changes may be made to the constitution.

d. Any alterations to the constitution shall be made by a two-thirds majority of those members voting at the meeting.

11. Finances

a. All monies raised by or on behalf of the Association shall be used to further the aims of the Association.

b. The treasurer shall keep proper accounts of the finances of the Association and shall maintain a bank/building society account in the name of the Association. The Association may apply for grants or any other appropriate source of funding.

c. All cheques etc should be signed by at least two members, out of up to 4 members elected to be signatories (one of whom will be the treasurer).

d. The accounts shall be available for inspection at the AGM, or otherwise at the discretion of a General Meeting. An annual financial report, independently verified, shall be made for the AGM.

12. Dissolution

If a General Meeting, or 10 members, wish at any time to dissolve the Association, they shall give to all members at least 14 days notice of a Special Meeting to discuss this. If such a decision is agreed at that meeting by a simple majority of those members present and voting, the assets will be disposed of to another voluntary organisation with compatible aims and principles, this group being agreed at the same meeting.

13. Constitution The constitution shall be available to all members.

Adopted on 15.11.2017

At the inaugural Meeting of the the Association

Signed by [Secretary and/or Chair]