

**THE SHORTLANDS RESIDENTS' ASSOCIATION**  
Founded 1934  
**RULES**

**1. Title**

The name of the Association shall be 'The Shortlands Residents' Association'.

The Association shall be non-party political.

**2. Definitions**

- (a) In these rules the following words shall, except where the context otherwise requires, have the following meanings: -

'The Association' shall mean The Shortlands Residents' Association.

'The Association boundaries' shall be those determined and reviewed from time to time by the Executive.  
A schedule of roads within the Association boundaries shall be available to Members on application to the Honorary Secretary.

'Resident' shall mean a person resident within the Association boundaries.

'Member' shall mean a resident admitted to membership under Rule 4 or a Life Member appointed under Rule 7.

'Associate Member' shall mean any person not resident within the Association boundaries but who is admitted as an Associate Member under Rule 4.

'The Executive' shall mean the Executive Committee as referred to in Rule 5.

- (b) The Executive shall be the sole authority for the interpretation of these Rules and its decision shall be final and binding.

**3. Objects**

The objects of the Association shall be: -

- (a) To promote and act in the interests of residents.
- (b) To endeavour to ensure that all charges levied by the local authority are spent or otherwise applied in the best interests of Members and to secure a wide measure of co-operation between Members and their elected council representatives.
- (c) To advise Members of local issues affecting or likely to affect them.
- (d) To undertake such matters or acts as are conducive to the attainment of the above objectives.

#### **4. Membership and Subscriptions**

- (a) Residents eighteen years of age and over are eligible for membership.
- (b) Members and Associate Members shall be bound by the rules of the Association, a copy of which may be obtained on application to the Honorary Secretary.
- (c) The minimum annual subscription shall be the amount for the time being fixed at a general meeting of the Association.
- (d) The financial year of the Association shall be the period of twelve months ending 31st December in each year.
- (e) Subscriptions shall be paid on admission to Membership or Associate Membership and subsequently within each financial year. Compliance with this Rule shall constitute membership to the Association.

- (f) In the event of a Member's or Associate Member's subscription continuing to be in arrears six months after issue of a written reminder sent by the Honorary Membership Secretary, the Executive may remove that name from the register of members.
- (g) Any person not otherwise eligible to be admitted as a Member may, upon payment of a subscription and subject to the approval of the Executive, be admitted as an Associate Member.
- (h) An Associate Member may attend and speak at a general meeting of the Association but shall not be eligible to vote.

## **5. Management**

- (a) Except where these Rules provide otherwise, the management of the Association shall be vested in the Executive, which shall have full power to carry out the objectives of the Association and all matters incidental thereto.
- (b) The Executive shall consist of not more than fifteen nor less than five Members and shall be elected at the Annual General Meeting.
- (c) The Executive shall retire at the Annual General Meeting but be eligible for re-election.
- (d) Only Members shall be eligible for election to the Executive.
- (e) Nominations for election shall be in writing, proposed and seconded by two Members and shall be received by the Honorary Secretary not less than ten days prior to the date of the Annual General Meeting together with the nominee's written consent to serve.
- (f) In the event that there are multiple nominations for a post, the election shall be determined by a ballot of those Members in attendance at the meeting.

- (g) The Honorary Secretary, Honorary Treasurer and Honorary Membership Secretary shall be members of the Executive.
- (h) To be quorate Executive meetings are required to have five Executive Members present.
- (i) At its first meeting following the Annual General Meeting the Executive shall appoint a Chairman and a Vice-chairman
- (j) The Executive shall have powers to: -
  - i. appoint a Member to fill a casual vacancy, or as an addition to the existing Members of the Executive, but so that the total number shall not exceed the number stated in section (b) of this Rule.
  - ii. invite any Member or Associate Member to assist or advise it for any special purpose.
- (k) When in local government elections the Executive considers the election of any particular candidate, willing to assist in promoting the objects of the Association, it may make such recommendation to a Special Meeting of Members. No such recommendation may be made in connection with Parliamentary elections.
- (l) No councillor of the London Borough of Bromley, or any successor thereto, may seek election to, or continue to be a member of, the Executive.

## **6. President and Vice-presidents**

The President and any Vice-presidents shall be such persons appointed from time to time by the Executive.

## **7. Life Members**

The Executive shall have power to appoint such persons as it thinks fit to be Life Members of the Association.

## **8. Liaison Officers**

Liaison Officers shall be those Members and Associate Members appointed by the Executive to assist in promoting the aims and objectives of the Association, with particular reference to the needs of its Members.

## **9. Officers**

- (a) The officers of the Association shall be the Chairman and Vice-chairman of the Executive together with the Honorary Secretary, Honorary Treasurer and Honorary Membership Secretary.
- (b) Only Members are eligible for election as officers.
- (c) Officers shall hold office until the following Annual General Meeting when they shall resign but remain eligible for re-election, unless otherwise becoming ineligible.
- (d) The Honorary Treasurer shall: -
  - i. receive all monies belonging to the Association and, by order of the Executive, pay all expenses properly incurred on its behalf.
  - ii regularly maintain financial records, to include approved bank accounts, sufficient for the purposes of the Association, and hold them available for inspection upon request.
  - iii arrange for all cheques and other instruments of payment to be signed by any two of the Chairman, Honorary Secretary and Honorary Treasurer.
- (e) Two persons, who are not Members of the Executive, shall be elected at the Annual General Meeting to examine and report on the financial records and annual accounts of the Association.

## 10 Meetings

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- (a) The Annual General Meeting of the Association shall be held no later than the 30th April in the year following each financial year when the Chairman shall report on the work of the Association since the previous Annual General Meeting.
- (b) A receipts and payments account for the preceding financial year and a balance sheet prepared at the year end, together with the report of the examiners, shall be submitted for adoption to the Annual General Meeting.
- (c) A Special Meeting may be called at any time, either by written application to the Honorary Secretary by not less than fifty Members to contain the text of any proposed resolution, or by the Executive as it deems necessary.
- (d) Not less than fourteen days notice shall be given to Members and Associate Members in the case of the Annual General Meeting and not less than seven days notice in the case of a Special Meeting.
- (e) The accidental omission to give notice to, or the non-receipt of notice by a Member or Associate Member shall not invalidate the proceedings of any meeting.
- (f) Notice of a resolution proposed to be passed at any meeting shall be sent in writing, duly seconded, to the Honorary Secretary not less than seven days before an Annual General Meeting and not less than forty eight hours before any other meeting of the Association.
- (g) The quorum for a Special Meeting shall be fifty Members present at the time it proceeds to business.  
If, within a quarter of an hour from the time appointed for the meeting, a quorum is not present the meeting shall be dissolved.

- (h) For the Annual General Meeting the Members present shall constitute a quorum.

## **11 Voting**

- (a) Except as otherwise provided in the Rules, the direction of the Association in general meeting shall be determined by majority vote.
- (b) Voting shall be by show of hands or by ballot, each Member being entitled to one vote.
- (c) In the event of a tie the Chairman of the meeting shall have a casting vote.

## **12 Alteration of the Rules**

These rules may be altered by a resolution passed by not less than a three-quarters majority of those present and eligible to vote at a meeting duly convened for such purpose.

KCM 02/11

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