



TUDOR ESTATE RESIDENTS ASSOCIATION (TERA)

1. NAME

The Name of the Association shall be, **TUDOR ESTATE RESIDENTS ASSOCIATION – HANWORTH PARK**

2. AIM

The aim of the Association shall be to promote the interests of the residents of the Tudor Estate area, as defined in 3 a) below, concerning their social, economic and communal life by all reasonable and appropriate means. This shall include, but shall not be limited to the following objectives.

- a) To represent the views of the residents, in all matters.
- b) To ensure that all planning within the local area is appropriate.
- c) To stimulate consciousness and appreciation of the appearance of the estate.
- d) To press for appropriate traffic management or traffic exclusion measures.
- e) To pursue any environmental, transport, and other related issues affecting the well being of the resident's daily lives

The Association exists to further the continuance of the harmonious and peaceful co-existence of the well established, multicultural, and pleasant neighbourhood

The Association will not get involved in disagreements or disputes between neighbours.

The Association shall have no political or religious affiliations, and shall be non profit making.

3. MEMBERSHIP

- a) All persons who live within the area of Sunbury Way, Castle Way, Shakespeare Way, Raleigh Way, Queens Avenue, Queens Way, Elizabeth Way, Seymour Gardens, Moat Side and Blakewood Close shall be eligible for membership.
- b) All voting members must be 18 years of age.

4. SUBSCRIPTION

- a) The subscription for the following year shall be determined at the Annual General Meeting.
- b) The annual subscription shall be due on joining the Association and thereafter on the 1st May each year.

5. RESIGNATION AND WITHDRAWAL OF MEMBERSHIP

- a) A member shall cease to be a member of the Association, if he/she gives notice to the Secretary of his/her resignation, or the member leaves the area defined.
- b) A member whose subscription is more than 6 months in arrears shall be deemed to have resigned.
- c) No refund of membership fees will apply under any conditions.

6. OFFICE BEARERS - COMMITTEE

- a) Office bearers shall be elected to carry out the business of the Association.



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- b) The Office bearers shall include, as a minimum, a Chair, Secretary, and Treasurer. Ordinary General Meetings may decide to create and appoint additional office bearer positions.
- c) The Office bearers shall be elected at the Annual General Meeting, or by postal ballot. Previous Office bearers shall be eligible for re-election. Any vacancy arising through resignation, prior to the AGM may be filled by the committee.
- d) No elected member of the borough or county council or of national or European government or officer of a political party may stand to be elected or co-opted to the committee.
- e) The committee shall be responsible for the management of the Association, and shall have the power to enter into contracts for the purpose of the Association, on behalf of all members of the Association.
- f) The members of the committee shall be entitled to an indemnity out of the assets of the Association, for all expenses and other liabilities properly incurred by them in the management of the affairs of the Association.

7. ANNUAL GENERAL MEETING

- a) There shall be an Annual General Meeting within fourteen months of the Association's inaugural meeting or last Annual General Meeting.
- b) The Annual General meeting shall receive a report from the Office bearers of their activities, including a statement of accounts. Accept the resignation of all office bearers and elect new office bearers. (Previous office bearers shall be eligible for re-election). Appoint a competent individual, not having been an office bearer during the previous twelve months, or elected to serve as a new office bearer to verify the accounts. Vote on any proposed amendments to the constitution, and vote on any other proposals submitted by members. Adopted proposals shall be binding on office bearers and others representing the Association. All members shall be allowed to submit proposals during the meeting.
- c) The secretary will notify all members of the date of the meeting not less than 14 days in advance of that meeting.

8. ORDINARY GENERAL MEETINGS

- a) Committee meetings may be held quarterly throughout the year, or as agreed at earlier meetings.
- b) The committee meetings shall elect members to serve on any vacant office bearer positions, and vote on any other proposals submitted by members. Adopted proposals shall be binding on office bearers and others representing the Association. All members may submit proposals prior to the meeting for consideration.
- c) There shall be a minimum quorum for committee meetings of no less than 4 members.

9. SPECIAL GENERAL MEETINGS

- a) A special general meeting shall be held:
 - When called for by the secretary: or
 - When called for by any 8 members in writing, to the secretary, with their signatures and addresses.
 - The request should state the reasons for calling the special meeting.
 - Those 8 members may organise and publicise the special general meeting, if the secretary does not do so within 14 days.



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- b) The secretary (or other meeting organiser) will notify all members in writing of the date of the meeting not less than 21 days in advance of that meeting, and state the purpose of the meeting in that notice.
- c) The quorum for special general meetings shall be 8 members.

10. CHANGES TO THE CONSTITUTION

- a) The constitution may be altered at the Annual General Meeting or at a Special General Meeting called for that purpose.
- b) Proposed changes must be submitted to the secretary in writing not less than 3 days before the meeting.
- c) Amendments to the Constitution shall require a two thirds majority of the members present at that meeting.

11. REMOVAL OF OFFICE BEARERS (outside Annual General Meetings)

Office bearers may be removed from office at a Special General Meeting called for that purpose, by a majority of votes, when new office bearers would be elected.

12. FINANCE

- a) All monies raised by or on behalf of the Association, shall be applied to further the objects of the Association
- b) The Treasurer shall keep proper accounts of the finances of the Association, and make a report available at every meeting.
- c) The funds of the Association shall be managed through a bank or building society account.

13. DISSOLUTION OF THE ASSOCIATION

- a) The Association may only be dissolved at a special meeting called for that purpose,
- b) Dissolution of the Association shall only take effect if agreed by two thirds of the members present.
- c) Any assets remaining, after meeting all liabilities must be distributed among local charities nominated by that meeting.
- d) Any monies received via funding bodies, should be returned to the funders in relation to the funding criteria.
- e) On dissolution, any documents belonging to the Association shall be disposed of in a manner agreed by that meeting.

14. ADOPTION

Adopted 22nd May 2013

By Signatures of: **Debbie. C Adye (Chair), Jamie Thomson (Secretary), Avtar Sahi (Treasurer)**