

# CONSTITUTION OF THE “MARCHMONT ASSOCIATION”

## 1. Name of the Organisation:

The organisation shall be called the “Marchmont Association” (the Association). This is an association of residents and businesses centred on Marchmont Street, London, WC1N.

## 2. Aims:

- a. To promote the on-going improvement of Marchmont Street and the surrounding area, including the conservation of its historic character, for the benefit of residents, businesses and visitors.
- b. To establish and maintain a safe, high-quality street environment within Marchmont Street and the area of benefit of the Association, thereby making it an attractive place to live, work and visit.
- c. To promote community spirit and ‘pride of place’ through a sense of shared responsibility.
- d. To work in partnership with Camden Council, the Police, local residents groups and other relevant organisations in order to achieve the above aims.
- e. To attract investment into the area from a variety of external sources in addition to local fundraising.

## 3. Area of Benefit:

The ‘Area of Benefit’ of the association shall be the area enclosed by the bold, broken line on the map below.



#### **4. Membership:**

- a. Membership shall be open to all residents, traders and businesses located within the Area of Benefit and supporting the aims of the organisation (the Members).
- b. Subject to the agreement of the Committee, other organisations or associations outside the Area of Benefit, having similar aims and objectives, may be taken into membership.

#### **5. The Committee:**

- a. The Officers and other Committee members shall be elected from and by the members of the Association at the Annual General Meeting (AGM).
- b. The Committee shall be made up of Chair, Vice-Chair, Secretary, Treasurer and up to 6 other members, one of whom shall be a resident of Foundling Court nominated by the Brunswick Tenants and Residents Association. At any time if the Chair is a resident the Vice-Chair should be a trader and vice versa. Only Marchmont Street residents and traders may be appointed to the four key Officer positions.
- c. The Committee shall be responsible for dealing with the matters for which the Association was formed but shall be accountable to General Meetings of the Association. Decisions of the Committee shall be based on a simple majority.
- d. The Committee shall meet as often as its members feel is necessary to carry out the work of the Association. 7 days notice shall normally be given for such meetings, except in emergencies, when 24 hours notice shall suffice.
- e. The Secretary should ensure that minutes are taken at each meeting and circulated to Committee members.
- f. Vacancies arising during the year may be filled at any General Meeting. The Committee may fill any officer vacancies which arise until the next General Meeting.
- g. The Committee is elected for a period of 1 year, but may be re-elected the following year.
- h. The quorum to enable Committee meetings to proceed shall be 5 members, to include at least one trader and one resident.
- i. The Committee may co-opt up to 2 additional Members in the course of the year.

## **6. General Meetings:**

- a. The Annual General Meeting (AGM) shall be held not later than the end of May each year, giving 21 days notice to Members. The agenda for these meetings shall include: confirming the Minutes of the last AGM, receiving the audited accounts and Annual Report of the Committee, electing the Committee and any other business proposed by the Committee.
- b. Other General Meetings of the Association may be convened by the Committee, as and when required, giving at least 7 days notice to Members.
- c. A Special General Meeting may be held if 12 Members submit a request to the Secretary; such meetings to take place within 21 days.
- d. Decisions taken at all General Meetings shall require a simple majority. All Members shall be entitled to one vote.

## **7. Finance:**

- a. The financial year of the Association shall run from 1<sup>st</sup> April.
- b. Responsibility for the funds of the Association shall be vested in the Chair, Vice-Chair and Treasurer. Any two of these officers shall be required to sign cheques on behalf of the Association.
- c. All moneys raised by or on behalf of the Association must be used only to further the aims of the Association.
- d. The Treasurer shall be responsible for keeping records of income and expenditure and for drafting annual accounts, which shall be verified by an independent, qualified person prior to presentation to the AGM.

## **8. Alterations to the Constitution:**

- a. The Constitution may only be altered by a simple majority at an AGM or a Special General Meeting called for that purpose.
- b. Any proposed changes to the Constitution must be handed to the Secretary 14 days before the meeting in question.

## **9. Dissolution:**

- a. The Association may only be dissolved at a Special General Meeting called for that purpose, giving Members 14 days notice.
- b. A proposal to dissolve the Association shall take effect only if agreed by two thirds of the Members present at the meeting.

c. Any assets remaining after the payment of all debts and liabilities shall be given to charitable purposes, according to the wishes of the Members present at the meeting.

**The above constitution was adopted at the Annual General Meeting of the Association held on May 2008.**