

THE BAKERS MILL COMMUNITY ASSOCIATION CONSTITUTION

- 1. The name of the Association is The Bakers Mill Community Association ('BMCA')**
- 2. Membership of BMCA**
 - 2.1. Residents, landlords, occupiers of businesses, the River Stour Trust and the occupiers of the Mill House, who are all located at Bakers Mill, are members of BMCA.
 - 2.2. A voluntary contribution by members of BMCA, of a minimum of £5.00 per annum, can be made to the 'Friends of Bakers Mill' to fund activities and projects.
- 3. The Objectives of BMCA**
 - (i) To ensure the maintenance of and to bring about improvements in the Bakers Mill area.
 - (ii) To maintain a liaison with all relevant organisations that have an interest in Bakers Mill and the appointed management company and to communicate the views of members to such bodies and to report back to members.
 - (iii) To carry out all such activities as shall appear relevant to the above-mentioned objectives.
- 4. The Committee of BMCA**
 - 4.1. The committee shall consist of ten members and have powers to co-opt up to two additional members in any year who, should they wish to continue after the following Annual General Meeting ('AGM'), shall put themselves forward for election as committee members.
 - 4.2. Each member shall hold office until retirement or removal by a resolution of an AGM of the Association. Two committee members shall retire from office in advance of the AGM every year. Those retiring shall be those longest in office since their last appointment or, if more than two were appointed on the same day, those that retire shall (unless they otherwise agree amongst themselves) be determined by lot. A retiring committee member shall be eligible for re-appointment.
 - 4.3. The Chairman of BMCA shall chair the committee meetings but if the Chairman is not present at the time for which the meeting is convened, the Vice Chairman shall chair the meeting. If neither is present the members present shall appoint one of their members to chair the meeting.
 - 4.4. The Committee of BMCA shall meet at least four times a year. Each member attending the meeting, including the Chairman, shall have one vote. In the event of the votes being tied, the Chairman shall have the casting vote. The quorum for a meeting shall be four.
 - 4.5. The Officers of BMCA shall be the Chairman, the Vice Chairman, the Secretary and the Treasurer who shall be elected each year by the committee at its first meeting after the AGM by vote of the committee members of those willing to stand for office.

5. Annual General Meeting (AGM)

- 5.1. The BMCA shall hold an AGM every twelve months. All members shall receive not less than fourteen days' notice of such a meeting. Notices shall state the time and place of the meeting and the business to be transacted and shall be sent to each member at their last known address.
- 5.2. An Extraordinary General Meeting ('EGM') may be convened by the Chairman upon the request of the committee or any ten members upon a similar notice.
- 5.3. The quorum at an AGM shall be twenty members. If a quorum is not present half an hour after the start time of the meeting, the meeting shall be adjourned for one calendar month. Fourteen days' notice shall be given of such an adjourned meeting and the members present at such an adjourned meeting shall constitute a quorum.
- 5.4. At any AGM/EGM each member attending the meeting, including the Chairman, shall have one vote. In the event of the votes being tied, the Chairman shall have the casting vote.

6. Finance

- 6.1. The voluntary contribution to the Friends of Bakers Mill shall be agreed annually at the AGM by ordinary resolution. The contributions can be paid by all members as defined in 2.1. above.
- 6.2. All monies collected on behalf of BMCA, and not required immediately, shall be paid into a suitable account, by the Treasurer, in the name of BMCA.
- 6.3. Any withdrawals from the accounts held on behalf of BMCA will require the signature of any two members of the committee approved by the Chairman and notified accordingly.
- 6.4. Any property or investments shall stand in the name of BMCA or if necessary in the joint name of the officers of BMCA, who would be constituted as trustees.

- 7. This Constitution** may be altered or added to by a resolution of the AGM and carried by a majority of at least two thirds of the members present, notice of which contained particulars of the proposed alteration or addition.

- 8. BMCA may be dissolved** by a resolution of two thirds of the members carried at a Special Meeting, the notice of which will include a copy of the proposed resolution and the dissolution shall take effect on the day when the resolution is passed and the committee shall be responsible for the winding up of BMCA. The committee shall realise the assets of BMCA, discharge its debts and other obligations and distribute the surplus (if any) equally among members at the date of the dissolution.