

Constitution and Rules of The Barkham Village Residents Association

Last updated: 23 November 2023

1. Name of the Association

The name of the association shall be **The Barkham Village Residents Association** (referred to in this document as "the BVRA").

2. Object and Aims

2.1 The object of the BVRA shall be to preserve and enhance the character of Barkham as a community.

2.2 The aims of the BVRA shall be:

- to conserve the physical character and rural environment
- to provide an independent voice for the community
- to encourage involvement in Barkham activities
- to promote the use of amenities within Barkham
- to foster communication between members of the community.

3. Membership

3.1 Existing Members

All persons who are listed in the Management Team's database as being members on 23 November 2023.

3.2 New Members

Any other adult person (which for the avoidance of doubt means a person aged 18 or over) who shares the objects and aims of the BVRA and who resides in Barkham (or such other place as the Management Team may from time to time agree) may at any time apply to become a member of the BVRA.

3.3 Condition of Membership

Membership of the BVRA shall, if the Management Team so decide, be dependent upon payment of any annual subscription set by the Management Team under Rule 5.1.

3.4 Cessation of membership

- A member may at any time cease to be a member of the BVRA upon giving notice to that effect to the Management Team, and/or
- A member shall cease to be a member of the BVRA if any annual subscription required by the Management Team under Rule 5.1 is not paid in respect him/her.

4. Management

4.1 The affairs of the BVRA shall be managed by a Management Team.

4.2 The Management Team may include the following officers:

- Chair
- Secretary
- Treasurer
- Newsletter Editor
- Membership Secretary
- Social Team Chair
- Development Watch Co-ordinator
- Website & IT Manager

4.3 Members of the BVRA may offer themselves for election for any of the officers' posts at an Annual General Meeting. Applications should reach the Chair no later than 14 days before the date of such Annual General Meeting.

4.4 A person may hold the position of more than one officer post.

4.5 The Management Team may agree to a change of Management Team member holding the post of Chair at any time, provided such change is recorded.

4.6 The Management Team may appoint sub-teams for such purposes as it deems appropriate to further the aims of the BVRA.

4.7 The Management Team may co-opt members onto the Management Team or sub-teams at any time.

4.8 The Management Team will appoint an independent person for the purpose of inspecting the annual accounts. (Ref Rule 5.3)

5. **Finances**

5.1 The Management Team may determine that an annual subscription be paid in each calendar year and may decide whether that subscription is per Member or per household.

Any such annual subscription shall be of such amount and may be paid in such way(s), as the Management Team shall determine.

5.2 The Treasurer shall keep proper records relating to the finances of the BVRA and shall produce annual accounts as at the end of each of the BVRA's financial years.

5.3 The independent person appointed by the Management Team under Rule 4.8 shall inspect the annual accounts before they are presented to the Annual General Meeting by the Treasurer.

5.4 The financial year for the BVRA shall be from 1st October until 30th September, or such other period as the Management Team may decide.

5.5 In the event of the dissolution of the BVRA the net assets of the BVRA remaining at the date of its dissolution shall be given to the Barkham Parish Council to be used to the benefit of Barkham.

6. **General Meetings**

6.1 A General Meeting of the BVRA shall be summoned by the Management Team. Notice must be given to members no later than 21 days before the date of such General Meeting.

- 6.2 An Annual General Meeting shall be held during October or November of each year (or at such other time as the Management Team may decide).
- 6.3 Extraordinary General Meetings may be called by a minimum of 25 members of the BVRA.
- 6.4 Notice of all General Meetings and relevant details will be communicated to members of the BVRA by the Management Team by such means as the Management Team may decide (including, but not limited to, Email, via the Website or in a newsletter).
- 6.5 At any General Meeting of the BVRA every adult member shall be entitled to be present and entitled to vote upon every question asked. The Chair at that General Meeting shall have a second or casting vote in cases of equality of voting.
- 6.6 Before any General Meetings are regarded as valid, there must be a quorum of members present.

The minimum number of officers and members required to form that quorum will be:

- The Chair (or a deputy nominated by the Chair)
- One other officer, and
- At least three other members (who may or may not be officers)


7. Alteration of Constitution and Rules

This constitution and rules may be revoked, added to, or altered by a majority of members comprising two-thirds of members present at any General Meeting of the BVRA. Each adult member shall be entitled to one vote.

Details of proposals to alter the constitution and rules shall be given to each member by the Management Team no later than 21 days before the date of such General Meeting in the manner described in Rule 6.4.

Version 5.0 Adopted at the Annual General Meeting held on 23 November 2023

Signed by the Chair

Gill Powell	
Date	23 NOV 2023

This document replaces that signed, via Email, by Alan Dixon on 14 November 2020