

The TARA Constitution

1. Objectives of the Association

1.1 To work with the Council, other agencies and neighbouring residents associations to protect and enhance the quality of life of city centre residents.

1.2 To press for policies that will help to protect the status of Bath as a UNESCO World Heritage Site.

2. Membership

2.1 Membership will normally be open to those living in Bath city centre. However those living outside the area who have particular concern for, or knowledge of, the city centre and issues relating to the quality of life of its residents will be welcome as members. Membership can either be on the basis of individual households or in the form of a corporate membership in the case of apartment buildings where each household shall be regarded as a member.

2.2 Membership will become effective with the payment of the annual subscription to be set at the Annual General Meeting

3. The Annual Subscription

3.1 Annual subscriptions are payable on the basis of one per household for both individual and corporate membership and all members of subscribing households shall be regarded as members of the Association.

3.2 Subscriptions shall become due and payable on the first day of May each year

3.3 Funds raised from subscriptions and any other monies received shall be used only for the furtherance of the Association's objectives. At the discretion of the committee funds may be transferred to other organizations with similar interests. All funds shall be deposited in an account with a leading bank.

4. Annual General Meeting

4.1 The Annual general Meeting of the Association shall be held in April each year. At least twenty one days notice of date, venue and agenda shall be given to all members by the Secretary.

4.2 Nominations for officers and committee members shall be submitted to the Secretary in writing at least five days before the AGM. Individuals nominated must have agreed to stand.

4.3 In addition to the approval, by vote, of the minutes of the previous AGM, the Annual General Meeting will hear, and approve, a report by the Chair on the activities of the association over the past year and from the Treasurer on the state of the Association's finances.

4.4 Other business to be conducted at the AGM will include the approval of auditors to examine the Association's accounts, and the level of the annual subscription. Although matters to be considered under Any Other Business should be submitted to the Secretary at least five days before the meeting

points may be raised at the meeting itself at the discretion of the Chair.

4.5 All decisions taken at the AGM shall be by simple majority vote and are binding on the Committee.

5. Special General Meeting

5.1 A special General Meeting may be held on any subject relating to the Association's affairs on receipt by the Secretary of a request by no fewer than fifteen members of the Association. At least fourteen days notice of a Special General Meeting shall be given to all members in writing and discussion at such a meeting shall be limited to the matters referred to in the request.

6. Committee and Officers

6.1 The Committee shall consist of four Officers, a Chair, a Vice Chair, a Secretary and a Treasurer. They shall be elected or confirmed at the AGM.

6.2 The Committee shall be empowered to co-opt up to four further members from the Association's membership, it being understood that continued membership of the Committee by these co-opted members must be confirmed by vote at the next AGM.

6.3 Elected members of the Council shall not be eligible to serve either as members or Officers of the Committee.

6.4 The Committee shall meet as necessary but no less than four times a year. Three members shall constitute a quorum. They shall consider all matters

relevant to the Association and its members and shall implement decisions taken at Annual and Special General Meetings.

7. Amendments to the Constitution

7.1 The constitution may be amended only by resolution supported by two thirds of those attending an Annual or Special General Meeting. Details of any proposed amendments shall be shown on the summons convening the meeting.

8. Dissolution of the Association

8.1 The Association may only be wound up by a resolution supported by at least two thirds of those attending an Annual General Meeting or a Special General Meeting summoned for that purpose.

8.2 Any funds held by the Association at the time of dissolution shall be distributed to such charity or other entity as members present at the meeting shall determine.

Duties of Officers

9.1 The Chair shall conduct all meetings of the Association and give a lead in directing the Association's affairs and policies. The Chair will report to the Annual General Meeting on the activities of the Association during the year. In his or her absence these duties will be delegated to the Vice Chair.

9.2 The Secretary shall arrange for the convening of all meetings of the Association serving the

appropriate notice in writing. Unless the task is delegated to another Officer the Secretary will record minutes of all meetings and present a copy to the next meeting for approval by the chair of that meeting. The Secretary will maintain the Association's records and ensure that members are kept aware of the progress of the Association's affairs.

9.3 The Treasurer shall receive subscriptions and other monies due to the Association and shall open and maintain a bank account in the name of the Association. All cheques shall be signed by the Treasurer and one other of the members or Officers of the Committee nominated as signatories. The Treasurer shall keep the Committee informed as necessary of the Association's finances and shall prepare, and arrange for the audit of, annual accounts of the Association's finances for submission to, and approval by, the Annual General Meeting.