

Strawberry Fields Residents Association

Locks Heath | Southampton

Taylor Wimpey | Bovis

CONSTITUTION

Phase 1 & 2

Aims & Objectives

Strawberry Fields Residents Association, referred to hereafter as SFRA, aim to: -

1. Engage with our current management company First Port (Chamonix); in doing so, current homeowners referred to hereafter as stakeholders will have issues addressed and escalated.
2. Govern Taylor Wimpey & First Port (Chamonix) expenditure and review contracts annually.
3. Form partnerships with local RA groups and share knowledge.
4. Work in partnership with FBC Community & Cultural Services to identify and apply for funding sources to secure an adequate level of resources (whilst recognising that the ultimate for funding lies with the Council).
5. Engage with RADIAN and HYDE to encourage HA representation.
6. Embrace and help with concerns from our HA neighbours and Tenants.
7. Continue to grow our current NHW Scheme & secure our internal social media.
8. Work with our local policing team.
9. Promote simple acts of kindness and caring within our community, including friendship and fun.
10. The Association shall be non-party political and non-sectarian.

Membership

Membership shall be open to all tenants and stakeholders interested in actively furthering the aims of SFRA.

SFRA executive officers and stakeholder officers will challenge any remarks or behaviour at meetings that cause offence and make attendees feel unwelcome.

Corporate members shall be such societies, associations, educational institutions, or businesses interested in actively furthering the needs of SFRA. Corporate members can request one stakeholder to vote on its behalf at said meetings. Still, before such representative exercises, their right the corporate member shall give written details of the representative to the secretary.

Voting can only occur if you are a stakeholder or renting and have received permission from the landlord/s to represent them. This permission must be submitted in writing to the secretary before your vote is valid.

HA residents are welcomed as members of SFRA and will be encouraged to attend albeit, in a non-voting capacity; representation by a member of the radian group will be considered when the executive & stakeholder officers agree on the need.

Meetings

The inaugural general meeting will occur in February 2022, followed by an AGM in or about October of subsequent years.

There will be an ordinary meeting of SFRA every six months, the timing of which will be decided by the executive stakeholder committee & the stakeholder officers.

All stakeholder officers shall meet not less than four times a year. The secretary shall give all officers not less than ten days' notice of all the meetings.

Extraordinary General Meetings of SFRA shall be held at the written request of 25% or more stakeholders or by the officers of SFRA.

The executive officers shall give at least 14 days' notice to all stakeholders of the AGM each year and at least seven days' notice of other meetings.

In the event of equality in the votes cast at an AGM or Extraordinary General Meeting, the motion will fail.

From time to time, the AGM will consider and approve standing orders for the conduction of meetings and financial regulations.

In the event of equality in the votes cast at a meeting of the stakeholder's officers, the motion will fail.

There will be a policy on conduct at all meetings created after the initial inaugural general meeting.

Executive Stakeholder Officers of SFRA shall consist of:

Chair, Vice-Chair, Secretary, Treasurer.

All of whom shall relinquish their office every year and be eligible for re-election at the AGM. Still, no individual may serve more than three consecutive years in one post unless no other member is qualified or nominated. In addition, the executive stakeholder officers shall have the power to fill casual vacancies occurring among the officers from the stakeholders of the SFRA.

The executive stakeholder officers shall be responsible for the management and administration of SFRA.

In the event of equality in the votes cast at an executive committee meeting, the motion will fail.

The executive stakeholder officers shall have the power to co-opt further members who shall attend in an advisory and non-voting capacity.

The executive stakeholder officers shall have the power to fill casual vacancies occurring between general meetings from amongst the stakeholders of SFRA.

If an officer misses more than three consecutive meetings without an apology, their position will be released and voted for at the fourth meeting. Nomination forms will be available on request from the secretary.

Stakeholder Officers

The elected committee of stakeholder officers shall consist of not less than three and not more than six stakeholder officers plus up to 3 non-voting corporate members.

All of whom shall relinquish their office every year and be eligible for re-election at the AGM. Still, no individual may serve more than three consecutive years in one post unless no other member is qualified or nominated. In addition, the executive stakeholder officers shall have the power to fill casual vacancies occurring among the officers from the stakeholders of the SFRA.

Should an officer miss more than three consecutive meetings without an apology, their position will be released and voted for at the fourth meeting. Nomination forms will be available on request from the secretary.

Elections

All stakeholder officers shall be elected annually at the AGM of SFRA; outgoing members may be re-elected up to a maximum of 6 consecutive years unless no other member is eligible or nominated

Nomination for election to the executive stakeholder officers shall be made in writing to the secretary at least ten days before the AGM. Nominees must be stakeholders, proposed and seconded by two other stakeholders, and the nominee's consent must be obtained.

Nomination for the election of stakeholder officer shall be made in writing to the secretary at least ten days before the AGM. To be valid, a nomination must be a stakeholder member of the SFRA, their nomination must be proposed and seconded by other stakeholders, and the consent of the nominee must be obtained.

If fewer nominations are received by the deadline that there are vacancies, nominations may be taken from the floor of the meeting up to the number of vacancies available.

If more than one valid nomination for an officer post is received within the time specified or if the number of valid nominations for stakeholder officers or the executive stakeholders is received within the specified time; exceeds the numbers of places available, the election shall be by secret ballot at the AGM. The votes will be counted during the AGM, scrutineers appointed by the current secretary in office at the meeting and the results announced before the end of the meeting.

Nomination forms will be available on request from the secretary.

Only stakeholders of SFRA present in person at the meeting may vote.

Sub Committees

The executive stakeholder officers may constitute such sub-committees from time to time as shall be considered necessary in the pursuit of SFRA aims & objectives.

The executive stakeholder officers shall appoint the sub-committee from the stakeholder officers and stakeholder members. With the approval of the executive stakeholder officers, sub-committees may co-opt members who are not stakeholder officers who embrace the aims of SFRA.

Non-stakeholders of SFRA shall attend in an advisory and non-voting capacity only. For example, locally elected councillors and our local Neighbourhood policing team.

In the event of an equality of votes cast at any sub-committee meeting, the motion will fail.

Any elected stakeholder officer may be a member/s of sub-committees.

Sub-committees shall be subordinate to and may be regulated or dissolved by the executive stakeholder committee.

Declaration of interest

It shall be the duty of every stakeholder or officer who is in any way, directly or indirectly, interested financially in any item discussed at any meeting of SFRA (including any discussion of any committee or sub-committee) at which they are present to declare such interest. They shall not discuss such item (except by invitation of the Chair) or vote thereon.

Amendments

Any proposals to amend the constitution must be presented to the secretary in writing at least 21 days before the meeting at which they are to be considered.

This constitution may be amended by a two-thirds (2/3) majority of elected officers voting at an AGM or Special General Meeting of SFRA.

This constitution may also be amended upon the SFRA secretary receiving a petition signed by fifty (50) stakeholders, confirmed by a simple majority vote at a further Special General Meeting held not less than 28 days after the previous meeting.

If a motion for dissolution of SFRA is to be proposed at an AGM or a Special General Meeting, this motion shall be referred to specifically when notice of the meeting is given.

In the event of the dissolution of SFRA, the available funds of the SFRA shall be transferred to another body with similar objectives.

On dissolution, the minutes and other records of SFRA shall be deposited with the Local Studies Section of the Central Reference Library.

Finances

SFRA will have no bank account and zero funds behind them at the time of the inaugural general meeting. This will remain until the executive stakeholder officers are elected for their first term.

The first-term executive stakeholder officers will open a bank account to apply for small grants where available and applicable to the aims of SFRA.

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Voted in by:

Name	Signature	Officer Role	Date

END.