

# LANE HEAD SOUTH RESIDENTS GROUP

## CONSTITUTION

### 1. Name

The Group will be called Lane Head South Residents Group hereafter known as LHSRG.

### 2. Aims.

LHSRG aims to improve the quality of life for the residents of the area around Lane Head, Lowton. This includes, but is not limited to, reducing traffic volumes and speeds, protecting the green belt and increasing the facilities and amenities of the area.

### 3. Membership.

Membership of LHSRG shall be open to any person living in the area of Lane Head. The boundaries of the area are Golborne Dale Road, East Lancashire Road, Newton Road, Winwick Lane and Kenyon Lane. Residents from just outside this area are also welcome to join if this is beneficial to the Group.

### 4. Meetings.

Meetings will be held monthly except for August and December at a time and venue to be notified.  
Additional meetings may be called if necessary.  
Guests may be invited to meetings at the discretion of the members.  
A quorum is 5 members.

### 5. Management.

Management of the Group will be undertaken by a committee of 5 members which will include the Chairman, Secretary and Treasurer. The Management Group will be elected each year at the Annual General Meeting (A.G.M.)  
The Management Committee should only be concerned with matters of administration, as policy issues are to be decided by the full Group. Management meetings can be part of the routine Group meetings.  
A quorum for a separate Management meeting is 3 members.  
Guests may be invited to meetings or temporarily co-opted to the Management Committee at the discretion of the Committee.

### 6. General Meetings.

The April Meeting shall also be the Annual General Meeting (A.G.M.) Notice of the meeting will be given at the March meeting and will be displayed on a suitable notice board. Where possible the A.G.M. should be advertised in the Newsletter preceding the meeting.

The Agenda for the Meeting will include

1. Minutes of the previous A.G.M.
2. Annual Report by the Management Committee.
3. Annual Accounts.
4. Election of Honorary Officers and Management Committee.
5. Election of representatives to other organisations.
6. A.O.B.

Any item raised in A.O.B., which requires a vote, must be proposed and seconded at the March meeting.

A Special General Meeting may be called by the Management Committee or by a request to the Secretary by ten members of the Group. One month's notice must be given.

The quorum at General Meetings shall be 8 members.

#### 7. Finance.

The Group is a not for profit organisation and all funds raised must be spent by the Group in the furtherance of its objectives.

The Treasurer will be responsible for maintaining proper records of all monies received and paid out.

No money can be spent without the approval of the Management Committee

A Bank account should be set up and all cheques must be signed by two members of the committee.

The accounts will be independently audited and presented at the A.G.M. each year.

#### 8. Equal Opportunities.

LHSRG will not discriminate against anyone on the grounds of race, age, gender, disability, sexuality, religion or political belief.

#### 9. Amendments.

Amendments to this Constitution may be submitted at the A.G.M. or at a Special General Meeting. Any such amendment must be proposed and seconded giving one month's notice.

No alterations can be made to the dissolution clause below

#### 10 Dissolution.

LHSRG may be dissolved at anytime by resolution passed by two thirds of the people present at a Special General Meeting called for the purpose. 28 days notice of such a meeting should be given. After settling all debts, any remaining funds shall be transferred to other similar organisations as approved by the majority above.

11 Declaration.

LHSRG hereby adopts this Constitution ( No 1. ) dated 18<sup>th</sup> October 2007 as a current operating guide regulating the actions of members

Signed..........Date.....16/11/07  
Chair

Signed..........Date.....16/11/07  
Secretary