



Constitution

This Constitution is dated February 2005.

Organisation

The name of the organisation shall be the **Holland Gardens Residents Community**, hereafter the 'Community'.

Aims of the Community

- To promote the interests of the Owners and Tenants of the private apartments 1 - 172 of the Capital West development in Holland Gardens, Brentford, London TW8.
- To promote social activities for all Members of the Community.
- To preserve and maintain complete independence from the Landlord.

Membership:

Membership shall be open to all Owners and Tenants regardless of nationality, religion, gender or political persuasion.

Membership Subscription:

Membership of the Community will be free of cost.

The Committee

- A Committee shall be elected to carry out the business of the Community.
- The Committee shall be made up of a Chairperson, Deputy Chairperson, Secretary, Treasurer and other elected General Members. The Committee shall have circa 10 Members.
- The full Committee shall be elected at the Annual General Meeting, (AGM). Vacancies arising throughout the year will be posted to all Members by the Secretary, nominations received will be discussed at the following Committee Meeting and filled by a majority vote at that meeting.
- Officers shall carry out the duties given to them at Committee meetings and AGMs.
- The Committee shall meet at least once every two months and no less than four (4) times a year.
- Minutes of Committee Meetings shall be available to all Members.
- No more than one person per apartment may hold Office on the Committee at any one time.

Annual General Meeting

- There shall be an AGM held around January each year at which the Committee will report on its work, present a written statement of activities and stand down to seek re-election.



- The AGM shall elect a new Committee and vote on recommendations and any amendments to the Constitution.
- The Secretary will notify all Owners and Tenants of the date of the meeting not less than fourteen (14) days prior to the AGM.
- A proxy voting and ballot form will be made available to Members and must be returned to the Secretary not less than seven (7) days prior to the meeting.
- Votes cast at AGMs shall be by the members present and from those received by proxy.

Other Meetings

- A Special General Meeting, (SPM), open to all members will be held if five (5) or more Members submit in writing a request for such a meeting to the Secretary. The Secretary shall arrange for the meeting to take place within twenty-one (21) days of receipt of such a request.
- The Secretary will give notice to Members of all SPMs at least fourteen (14) days in advance together with the distribution of a proxy voting and ballot form to be returned within seven (7) days prior to the meeting.

Quorum

- No AGM shall take place if fewer than nine (9) members are present.
- No Committee Meeting shall take place if fewer than half of the Members of the Committee are present.
- No SPM shall take place if fewer than fifteen (15) Members are present.

Changes to the Constitution

- The Constitution may only be altered at an AGM, or SPM.
- Any suggested changes must be in the possession of the Secretary at least twenty-one (21) days before the meeting.
- Changes must be agreed by a two-thirds majority of votes cast by Members.

Dissolution

- Community may only be dissolved at a SPM called for that purpose and Members must be informed at least fourteen (14) days prior the meeting.
- A proposal to dissolve the Community shall take effect only if agreed by a two-thirds majority of votes cast by Members.
- Funds and possessions will be disposed of according to the wishes of the meeting.
- This Constitution is Dated this _____ day of February 2005

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Chairman

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Secretary