



NEW FOREST ASSOCIATION
RULES APRIL 2007

1 **NAME**

1.1 The Association is called the NEW FOREST ASSOCIATION.

2 **OBJECTS**

2.1 The object of the Association is to promote the preservation for the benefit of the public generally of the New Forest as administered by the National Park Authority and generally to protect and preserve the character and amenities thereof and to protect and preserve the areas of scientific and ecological importance and the flora and fauna therein.

3 **POWERS**

For the purpose of carrying out the foregoing objects but not otherwise the Association shall have powers to:

- (i) Raise money from the public generally.
- (ii) attend or be represented at Public meetings, Planning enquiries.
- (iii) Promote or oppose, or assist in the promotion of or opposition to legislation affecting the New Forest.
- (iv) Provide funds for the furtherance of the objects of the Association.
- (v) Organise concerted action, promote co-operation and educate public opinion in order to ensure the promotion of the objects of the Association.
- (vi) Do all such lawful acts or things as are incidental to the attainment of the primary objects of the Association and so far as may be necessary or desirable to do such acts or things in collaboration with any person, body or institution authority or otherwise.

4 **MEMBERSHIP AND SUBSCRIPTIONS**

4.1 The Association shall consist of Officers of the Association, Life Members, Ordinary members, Corporate Members and any other category of member passed by resolution of an Annual or a Special General Meeting.

4.2 The Association may at an Annual or Special General Meeting nominate a person as an Honorary Life Member of the Association (with the nominee's consent) who in the opinion of the Meeting has merited such distinction.

4.3 Subscription rates may be set or changed only by Resolution of an Annual or Special General Meeting and shall be payable at the time of joining and for ordinary members thereafter on the first of January each year. Members who have not paid their subscriptions by or at the Annual General Meeting each year shall thereupon cease to be members.

4.4 Life members may resign their membership at any time in writing to the Hon. Secretary but shall not be entitled to be repaid any part of their subscription.

5 **OFFICERS OF THE ASSOCIATION**

5.1 The Officers of the Association are the President, Chairman of the Council, Vice-Chairman of the Council, Hon. Treasurer and Hon. Secretary.

5.2 The President, Hon. Treasurer and Hon. Secretary shall hold office until the Annual General Meeting following their election and shall be eligible for re-election at that meeting.

5.3 The Chairman and Vice-Chairman shall be elected at the first Council meeting held after the Annual General Meeting and shall be eligible for re-election.

5.4 Nominations for all Officers seeking election or re-election shall be proposed and seconded by members of the Association in writing to the Hon. Secretary together with the consent of the nominee at least six weeks before an Annual General Meeting.

6 **COUNCIL OF THE ASSOCIATION**

6.1 All fully paid up members of the Association are eligible for election to the Council of the Association which shall consist of the Officers of the Association and not more than thirty elected members.

6.2 Elected members of the Council shall hold office from the Annual General Meeting at which they are elected until the holding of the third Annual General Meeting following that meeting.

6.3 Any casual vacancy in an office of the Association or on the Council may be filled by the Council and any member so chosen shall be eligible for subsequent election.

6.4 Nominations in respect of all members seeking election or re-election to the Council shall be proposed and seconded by a member of the Association in writing to the Hon. Secretary together with the written consent of the nominee at least six weeks before the date of the relevant Annual General Meeting.

6.5 The Hon. Secretary shall circulate with the Notice convening the Annual General Meeting a list of the candidates offering themselves for election or re-election to the Council, together with a note where appropriate of their attendance and such personal qualifications as each candidate may authorise to be published and, if there are more candidates than vacancies, a ballot paper to

be returned to the Hon. Secretary no later than seven days before the date of the meeting.

6.6 Members may withdraw their nominations in writing to the Hon. Secretary prior to the Annual General Meeting.

6.7 At the discretion of the Council members who have not attended four consecutive Council meetings may be asked to resign.

6.8 The Council shall meet at such times and places as it may appoint or in default of appointment as the President or Chairman may appoint.

6.9 At all meetings the Chairman shall have a second or casting vote.

7 POWERS AND DUTIES OF THE COUNCIL

7.1 The powers contained in Clause 3.1 shall be delegated to the Council by the Association subject to any resolution passed by an Annual General Meeting (Clause 9.3) or a Special General Meeting (Clause 10.3).

7.2 The Council shall have power to appoint sub-committees which shall be given clear terms of reference including, where appropriate, powers to negotiate and act on behalf of Council.

7.3 The Council shall comply with their obligations under the Charities Act, 1993 (or any statutory re-enactment or modification of that Act) with regard to:

- (i) The keeping of accounting records for the Association;
- (ii) The preparation of annual statements of account for the Association;
- (iii) The independent examination of the said statements of accounts and their transmission to the Charity Commissioners;
- (iv) The preparation of an annual report and an annual return and their transmission to the Charity Commissioners.

8 SPECIAL MEETING OF THE COUNCIL

8.1 A special meeting of the Council shall be convened by the Secretary on receiving a request in writing from the President, Chairman or ten of its members.

8.2 The Hon. Secretary shall give at least seven days' notice of the meeting and the business to be discussed at such Special Meeting and only such business shall be discussed. Such Special Meeting shall be held within twenty-one days of receipt of the requisition by the Hon. Secretary.

9 ANNUAL GENERAL MEETINGS AND ELECTIONS

9.1 The Annual General Meeting of the Association shall be held at a time and place to be fixed by the Council and at least 21 days' notice shall be given. The Secretary shall circulate members with the Notice convening the Meeting together with the Agenda and a copy of the Annual Report and Accounts.

9.2 At this meeting:

- (i) The Annual Report and Accounts for the preceding year ending the 31st December shall be presented for adoption, the Accounts having first been approved by the Trustees and duly examined by an independent examiner.
- (ii) The results for elections as Officers shall be declared.
- (iii) The results of election to the Council shall be declared. Election as an Officer or member of Council shall be by majority vote.
- (iv) All other necessary business shall be transacted.

9.3 Resolutions to be considered by an Annual General Meeting must be received by the Hon. Secretary at least six weeks before the meeting and must be supported by fifteen signatory members. Resolutions passed by a majority vote at an Annual General Meeting shall become the official policy of the Association, subject to Rule 14.

9.4 Resolutions properly proposed for an Annual General Meeting must be allowed adequate time for presentation and debate unless withdrawn by the proposer.

9.5 At an Annual General Meeting each member shall have ONE vote except:

- (a) Any person whose subscription is not fully paid up.
- (b) Any person who has joined the Association less than thirty days before the meeting.

10 SPECIAL GENERAL MEETINGS

10.1 A Special General Meeting of the Association shall be convened by the Hon. Secretary within six weeks of receiving a request in writing together with the business to be discussed from the President or Chairman or by resolution of the Councillor by ten signatory members of the Councillor thirty signatory members of the Association.

10.2 At least twenty-one days notice together with the business to be discussed shall be given to members.

10.3 Any resolution passed by a majority vote at a Special General Meeting shall become official policy of the Association (subject to Rule 14).

10.4 Resolutions properly proposed for a Special General Meeting must be allowed adequate time for presentation and debate unless withdrawn by the proposer.

10.5 At a Special General meeting each member shall have ONE vote except:

- (a) Any person whose subscription is not fully paid up
- (b) Any person who has joined the Association less than thirty days before the meeting.

11 TRUSTEES AND POWERS OF INVESTMENT

11.1 The Council shall have the power to nominate and remunerate upon such terms as shall be agreed by the Council, a Bank or other trust corporation or not less than two or more than four members of the Association to act as Trustees of the invested funds of the Association and all such investments shall be transferred to and held in the name of such Trustees who shall hold such investments upon trust to deal with the same both as to capital and income as the Council shall direct and a copy of any minute of such Council purporting to be signed by the Chairman thereof shall be sufficient authority to the Trustee and the liability of such Trustee shall be limited to acting in accordance with such minute or otherwise to holding the investments from time to time transferred to the Trustees in Trust for the Association.

11.2 No Trustee shall without the written consent of the Trustee be compelled to accept any investments involving the Trustee in any liability.

11.3 All monies at any time belonging to the Association and not required for immediate application for its purposes shall be invested by the Council in or upon such investments, security or property as it thinks fit, subject, nevertheless to such authority approval or consent by the Charity Commissioners as may from time be required by law or by the special Trusts affecting any property in the hands of the Council.

12 RECORDS OF MEETINGS

12.1 The Minutes of all Council meetings and Annual and Special General meetings shall be entered into a book together with the names of members attending the same.

13 DISSOLUTION OF THE ASSOCIATION

13.1 In the event of a proposed dissolution of the Association

- (i) A resolution to such effect may be proposed only at a Special General Meeting of the Association duly summoned for that purpose.
- (ii) Such dissolution shall not be valid unless there is a majority of not less than three quarters of the votes cast by members in favour of such dissolution.
- (iii) The notice convening the Special General Meeting shall:
 - (a) Provide for members of the Association unable to attend the Special General Meeting power to record their votes by Proxy.
 - (b) Indicate which Charitable body or bodies has or have objects as near as possible to those of the Association to which the assets of the Association should be transferred.
- (iv) Such dissolution shall not be valid unless and until an Order of the Charity Commissioners to that effect shall have been made and accordingly until such order shall have been made the Association shall continue to function under these Rules.

14 AMENDMENT OF THE RULES

14.1 The Association in an Annual or Special General Meeting by a resolution passed by not less than three quarters of those present and voting may amend these Rules save that there shall be no power to amend Rules 1 and 2 except with the prior consent of the Charity Commissioners. Six weeks' notice in writing of such proposed alteration or addition must be given to the Hon. Secretary who will insert the same in the summons to the meeting.

14.2 Resolutions for Rule changes shall be submitted in accordance with procedures laid down for an Annual or Special General Meeting.