

Constitution

of

Dunmurry Community Association

The Association was established in 1973

The version of the constitution was formally adopted on the 26 day of July 2022 by the members of the association in a Special General Meeting.

Signed W. Shanahan (Chairman) Jo' Malloran (Secretary)

1. NAME

The name of the Association is the Dunmurry Community Association (hereinafter called "the Association").

2. ADMINISTRATION & WORKING METHODS

Subject to the matters set out below the Association and its property shall be administered and managed in accordance with this constitution by the members of the Management Committee, constituted by clause 5 of this constitution ("the Committee").

2.1 WORKING METHODS

The Association will endeavour to be inclusive of all the inhabitants of the area of benefit regardless of religion, ethnic identity, gender, disability, sexual orientation, or political beliefs and will operate within a cross-community ethos.

3. OBJECTS

3.1 The Association is established to promote the benefit of the general public, to relieve poverty, youth and the aged and promote the protection and preservation of the natural environment in Dunmurry and its environs of Co. Antrim (hereinafter called the "area of benefit") by associating the statutory authorities, voluntary organisations and the inhabitants in a common effort to advance education, and to provide facilities in the interests of social welfare for recreation or other leisure-time occupation, with the object of improving the conditions of life for the said inhabitants and in particular:

3.1.1 To conserve and protect the natural and built environmental and architectural heritage of Dunmurry and the River Lagan, its banks, and flora and fauna for the benefit of the public.

3.2 POWERS

In furtherance of the above objects, but not further or otherwise, the Association may:

- a) provide or secure the provision of educational and recreational facilities and practical assistance for the young, elderly people, people with disabilities in the area of benefit;
- b) provide, maintain and equip or assist in the provision, maintenance and equipment of premises and facilities designed to carry out the objects of the Association;
- c) provide or secure the provision of welfare rights advice and information and refer those in need of professional assistance to the relevant agencies;
- d) promote and carry out, or assist in promoting and carrying out research, surveys and investigations and publish the useful results thereof;
- e) organise or assist in organising conferences, seminars, meetings, lectures, classes, training, and exhibitions, and publish or assist in publishing reports, periodicals, recordings, books or other documents or information;
- f) obtain collect and receive money by way of grants, donations, bequests, legacies or other lawful method, provided that the Association shall NOT undertake any permanent trading activities in furtherance of the objects of the association and shall conform to any relevant requirements of the law;
- g) purchase take on lease or in exchange, hire or otherwise acquire any real or personal property and any rights and privileges necessary for the promotion of the above objects and construct, maintain and alter any buildings or erections which the Association may think necessary for the promotion of its objects;
- h) make any regulations for any property which may be so acquired;
- i) subject to any consents as may be required by law, sell, let, mortgage, dispose of or turn to account all or any of the property or assets of the Association with a view to the furtherance of its objects;
- j) subject to such consents as may be required by law receive money on deposit or loan and borrow or raise money in such a manner as the Association shall think fit and to charge all or any part of the property of the Association with repayment of money so borrowed;
- k) recruit and train volunteers with relevant skills to carry out the objects of the Association;
- l) employ and pay any person or persons NOT being a member of the Committee to supervise, organise and carry on the work of the Association and make all reasonable and necessary provision for the payment of remuneration to employees;
- m) promote and organise co-operation in the achievement of the above objects and to that end to work in association with local authorities and voluntary

organisations engaged in the furtherance of the above objects in the area of benefit;

- n) do all such other lawful things as may be necessary for the attainment of - the above objects or any of them;

#### 4. MEMBERSHIP

4.1 Membership of the Association shall be open to the following, irrespective of ethnic identity, age, gender, nationality, sexual orientation, political opinion or religion:

- a) people in the area of benefit whose applications for membership are accepted by the Committee; such members shall be called Individual Members and shall be entitled to vote at meetings of the Association, and those aged 18 or over shall be eligible to be nominated for election to the Committee;

4.3 The Committee shall fix the rate of annual subscription appropriate to each category of membership, shall issue membership cards and shall have the right for good and sufficient reason to terminate the membership of any member provided that the member concerned shall have the right to be heard by the Committee before a final decision is made or to appeal the Committee's decision to the Association in a Special General Meeting of the Association.

#### 5. MANAGEMENT COMMITTEE

5.1 The Committee shall meet not less than 5 times a year and shall consist of not less than 3 members of the Association, elected at an Annual General Meeting.

5.2 Nominations from full members of the Association for members of the Committee must be in writing and must be in the hands of the Honorary Secretary of the Association at least 7 days before the Annual General Meeting hereinafter mentioned.

5.3 If the number of nominations exceeds the number of vacancies, election shall be by secret ballot of the members of the Association present and voting at an Annual General Meeting.

5.4 If the number of nominations is less than the number of vacancies, further oral nominations may with the approval of the Annual General Meeting be invited from members present and voting at the said Annual General Meeting.

5.5 The Committee elected at an Annual General Meeting shall have the power to co-opt further members, who shall be Individual Members and who shall serve until the conclusion of the next following Annual General Meeting PROVIDED THAT the number of co-opted members shall not exceed one-third of the total membership of the Committee. Co-opted members shall have the right to vote.

- 5.6 The Chairperson, Secretary and Treasurer, who shall be the Honorary Officers of the Association, shall be full Individual of the Association, and shall be elected annually by and from the members of the Committee at their first meeting following the Annual General Meeting. The office of Chairperson shall not be held by anyone person for more than THREE consecutive years at a time.
- 5.7 Any member of the Committee who fails to attend 3 consecutive Committee meetings without reasonable excuse shall lose her/his place on the Committee which may be filled by co-option in accordance with Clause 5.5 above.
- 5.8 The Trustees (if appointed) shall be notified of and shall be entitled to attend all meetings of the Committee but without the power to vote.

## 6 FUNCTIONS OF THE COMMITTEE

- 6.1 The Committee may make such regulations as they consider appropriate for the efficient conduct of the business of the Committee and the Association.
- 6.2 The Committee may appoint such staff (not being one of their own number) as they consider necessary on such terms and conditions as they may determine.
- 6.3 The Committee may appoint such sub-committees, advisory groups or working parties of their own members and other persons as they may from time to time decide necessary for the carrying out of their work, and may determine their terms of reference, duration and composition. All such sub- committees shall make regular reports on their work to the Committee.
- 6.4 The proceedings of the Committee shall not be invalidated by any failure to elect or any defect in the election, appointment, co-options or qualification of any member.

## 7. CHAIRING MEETINGS

All meetings of the Association or of the Committee or of any of its subcommittees shall be presided over by its Chairperson failing whom its Vice-Chairperson, if one has been appointed. If neither the Chairperson or Vice-Chairperson are present, those present may elect one of their members to take the Chair. The Chairperson of any meeting shall have a second or casting vote.

## 8. FINANCE

- 8.1 All moneys raised by or on behalf of the Association shall be applied to further the objects of the Association and for no other purpose PROVIDED THAT nothing herein contained shall prevent the payment of legitimate out- of - pocket expenses to members of the Association engaged upon the approved business of the Association.
- 8.2 The Honorary Treasurer shall keep proper accounts of the finances of the Association.

- 8.3 The financial year of the Association shall run from 1 April to 31 March.
- 8.4 The accounts shall be either:  
audited at least once a year by an auditor or auditors; or  
examined by an accountant or independent person; who shall be  
appointed at the Annual General Meeting.
- 8.5 An annual statement of accounts for the last financial year (duly audited or  
examined by an independent person) shall be submitted by the Committee to  
the Annual General Meeting.
- 8.6 A bank account shall be opened in the name of the Association with Ulster  
Bank Ltd, Dunmurry or with such other bank as the Committee shall from time  
to time decide. The Committee shall authorise in writing the Honorary  
Treasurer and 3 members of the Committee to sign cheques on behalf of the  
Association. All cheques must be signed by not less than 2 authorised  
signatories.

9. TRUST PROPERTY

The Association may appoint and may terminate the appointment of not less than 3 people to act as Trustees for the purpose of holding any moneys or property belonging to the Association. The title to all or any such real and/or personal property which may be required by or for the purposes of the Association shall be vested in the Trustees who shall hold such property in trust for the Association. The Trustees shall act under the lawful instructions of the Committee who shall, subject to the approval and consent of the Association as determined by a General Meeting, have power to fill vacancies among the Trustees.

10. ANNUAL GENERAL MEETING

- 10.1 The Annual General Meeting of the Association shall be held not later than the 31 April in each year at such place and time (not being more than 15 months after the holding of the preceding Annual General Meeting) as the Committee shall determine. Annual general meetings may be held either electronically or in a fixed location or a hybrid of both, in which each participant can communicate with all the other participants.
- 10.2 At such Annual General Meeting the business shall include the following:
- a) the election of members to serve on the Committee;
  - b) the appointment of an auditor or auditors or any independent person to examine the annual accounts;
  - c) the consideration of an Annual Report of the work done by or under the auspices of the Committee;
  - d) the consideration of the annual accounts;

- e) the transaction of such other matters as may from time to time be considered necessary.

11. SPECIAL GENERAL MEETINGS

The Committee may at any time at its discretion and shall upon a requisition signed by not less than 4 members having the power to vote and giving reasons for the request, call a Special General Meeting of the Association for the purpose of altering the constitution in accordance with Clause 13 hereof or of considering any matter which may be referred to them by the Committee or for any other purpose. Special general meetings may be held either electronically or in a fixed location or a hybrid of both, in which each participant can communicate with all the other participants.

12. RULES OF PROCEDURE AT ALL MEETINGS

'Present' in all following clauses includes being present by suitable electronic means agreed by the committee in advance of the meeting.

Voting

- 12.1 Subject to the provisions of Clause 13 hereof all questions arising at any meeting shall be decided by a simple majority of those present and entitled to vote thereat. In case of an equality of votes the Chairperson shall have a second or casting vote.

Minutes

- 12.2 Minute books shall be kept by the Committee and all other subcommittees, and the appropriate Secretary shall enter therein a record of all proceedings and resolutions.

Quorum

- 12.3 The quorum at General Meetings of the Association shall be 4 members or 10% of the members (whichever is the greater number) and at meetings of the Committee shall be 3 or such other number as the Committee may from time to time determine.

Standing Orders

- 12.4 The Committee shall have power to adopt and issue Standing Orders and/or Rules for the Association. Such Standing Orders and/or Rules shall come into operation immediately PROVIDED ALWAYS THAT they shall be subject to review by the Association in General Meeting and shall not be inconsistent with this constitution.

13. ALTERATIONS TO THE CONSTITUTION

- 13.1 Any alterations to this Constitution shall receive the assent of not less than two-thirds of the members of the Association present and voting at the Annual General Meeting or a meeting specially called for the purpose PROVIDED THAT notice of any such alteration shall have been received by the Honorary Secretary in writing not less than 21 clear days before the meeting at which the alteration is to be brought forward.
- 13.2 At least 14 clear days' notice in writing of the meeting setting forth the terms of the alteration to be proposed shall be sent by the Honorary Secretary to each

member of the Association PROVIDED FURTHER THAT no alteration shall be made which would cause the Association to cease to be a charity at law.

14. DISSOLUTION

14.1 If the Committee by a simple majority decide at any time that on the grounds of expense or otherwise it is necessary or advisable to dissolve the Association, they shall call a meeting of all members of the Association who have the power to vote of which meeting not less than 21 days' notice (stating the terms of the Resolution to be proposed thereat) shall be given.

14.2 If such decision shall be confirmed by a simple majority of those present and voting at such meeting the Committee shall have power to dispose of any assets held by or in the name of the Association.

14.3 Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable institution or institutions having objects similar to the objects of the Association as the Committee may decide.

15. INDEMNITY

The Association shall indemnify and keep indemnified every officer, member, volunteer and employee of the Association from and against all claims, demands, actions and proceedings (and all costs and expenses in connection therewith or arising there from) made or brought against the Association in connection with its activities, the actions of its officers, members, volunteers or employees, or in connection with its property and equipment but this indemnity shall NOT extend to liabilities arising from wilful and individual fraud, wrongdoing or wrongful omission on the part of the officer, member, volunteer or employee sought to be made liable. The Treasurer shall effect a policy of insurance in respect of this indemnity.