

Knoll Residents Association

Constitution and Rules



Document storage & access

You may request a copy of the Constitution & Rules from the Association Secretary kra.secretary@gmail.com

Version control

Paper copy (last revised in February 1999) in Association archive & held as pdf	Treat as version V1.0
Update following change in banking arrangements as approved at 36 th Annual General Meeting on 23 November 2010	Version V2.0
Update following the increase in Committee size and removal of NHW as approved at 38 th AGM on 13 November 2012	Version V3.0
Draft update on 21 st April 2022 to include new KRA boundary, membership, subscription, management and Finance changes	Version V4.0
Updated to include <i>Station Approach, Red Cedars Road, Pondwood Rise, Clay Wood Close</i> in Appendix A following approval at General Meeting of 26 th May 2022	Version V4.1
Updated to include <i>Brasted Close</i> , following approval at AGM November 2022	Version V4.2

Name

- The name of the Association shall be the Knoll Residents Association (abbreviated in this document to KRA)

Objectives

- a) To safeguard, promote & further the common interests of the residents of the area of Orpington bounded as follows:-

<p>Northern boundary Crofton Lane (east of the railway line) along Chislehurst Road and up to (but not including) Perry Hall Road and along to Footbury Hill Road in the most NE corner. Not including Bicknor Road, Aylesham Road or Cowden Road</p>	<p>See Map on Association's website : www.theknoll.org.uk for full details. All roads included are listed in appendix A below.</p>
<p>Western boundary Railway line.</p>	
<p>Eastern boundary Orpington High Street (from the junction with Chislehurst Road) and the continuation into Sevenoaks Road (to the junction with Tower Road), including Brasted Close. Neither the High St nor Sevenoaks Road to be included in the area.</p>	

- To be non-party political and non-sectarian.
- To provide such social activities as may be deemed expedient by the Committee.

Membership

- 3) Membership shall be provided to every adult resident of the area defined above, save that the Committee may, at their discretion and without reason given, and subject to appeal at a general meeting, have power to refuse membership to any person. Residents in this area are able to exclude themselves from membership at anytime by contacting the KRA through any of its channels.

Management

- 4) The management of the Association between general meetings shall be in the hands of the Committee comprising not more than 15 members elected at the AGM. All Committee members shall retire at the next AGM but shall be eligible for re-election.
- 5) No member of the Committee shall be an officer of any committee of any political party; or a candidate for local or national government office for a political party; or an elected representative on local or national government for a political party; or any person whose party political activities are, in the opinion of the Committee, such as may embarrass, or appear inconsistent with the objectives of, the Association.
- 6) The Officers of the Association shall be the Chairman, Vice-chairman, Treasurer and Secretary, elected by the Committee at its first meeting after the AGM.
- 7) The Committee shall have the power to fill a vacancy occurring between the AGMs and to co-opt non-voting members until the next AGM.
- 8) The Committee may appoint such assistant officers and sub-committees as it deems appropriate, either from within its own body or from other members.
- 9) The Committee shall meet at least four times between one AGM and the next. Every member shall have one vote and, in the event of a equality of votes, the Chairman shall have a second or casting vote. The quorum for a committee shall be half of the voting members.
- 10) The Committee shall have the power to apply for affiliation to any organisation, membership of which is deemed to serve the objects of the Association and does not derogate from the autonomy of the Association.
- 11) The Secretary shall call meetings of the Committee as required.

Finance

- 12) The financial year of the Association shall end on 30 September.
- 13) The Treasurer may open an account with any UK authorised deposit taker as shall be determined by the Committee. The mandate for the operation of the account shall state that all withdrawals there from shall require the signature or authority of any one of the Officers of the Association. Transfers between accounts in the name of the Association held by the same deposit taker may be made at the discretion of the Treasurer.
- 14) Any expenditure by the Association of £50 or more shall require the approval, duly minuted, of the Committee.
- 15) The Committee are able to raise funds for the KRA through the following means only; advertising revenue, member donations and general fundraising activities.
- 16) Advertising revenue can be raised through the provision of adverts within the KRA Newsletter, website or social media channels. Any business, organisation or person wishing to advertise with the KRA must first be approved by the committee. Advertisers shall not be endorsed by the KRA. Any conflict of interest between an advertiser and the objectives of the KRA will result in suspension of the advertising in question until such conflict is resolved.
- 17) Members can make one personal donation to the KRA within each calendar year which shall not exceed £5 in value. Members making the donation shall not benefit from any additional service, privilege or favour above any member who has not made a personal donation.

- 18) General fund raising activities will include raffles, event entry fees, sponsored activities and the sale of KRA affiliated merchandise. The KRA may also accept donations and grants from external organisations but this would require approval of no fewer than 30 current Association members, at least 20 of whom are not committee members. External donations from organisations should serve the objectives of the Association and not derogate from the autonomy of the Association.

General Meetings

- 19) The AGM shall be held in the month of November every year and the business to be transacted shall include the election of the Committee, the Treasurer's presentation of an audited statement of account for the past financial year and the election of an auditor for the current year. The Auditor shall not be a member of the Committee at any time during the past or current financial year.
- 20) A general meeting of members shall be held at the instance of the Committee or within 28 days of a written application signed by not less than 20 members of the Association and stating the business to be discussed.
- 21) The Secretary shall give not less than 14 days' notice of any general meeting, such notice to state as far as possible the business to be transacted.
- 22) At a general meeting every member shall have one vote and in the event of an equality of votes the Chairman shall have a second or casting vote.

Candidates for Local Government Office

- 23) The Committee may decide that the Association should promote a Residents Association candidate for election to local government office. Such a candidate must:-
- a) be a member of the Association of at least one year's standing, or, subject to the Committee's approval, a member of another Residents Association within the Borough of Bromley;
 - b) not be a current member of any political party;
 - c) be nominated by at least 20 current Association members, at least 10 of whom are not committee members.

Donations to Charities

- 24) The Committee is authorised to donate on behalf of the membership of the Association such sums of money to charitable organisations for use within the London Borough of Bromley which do not amount in total in any one calendar year to more than 10% of the balance in hand declared in the annual audited accounts for the previous completed financial year. These donations shall be declared in detail in the accounts for the year in which they are made. Any proposed donation above 10% would require the approval of no fewer than 30 current Association members, at least 20 of whom are not committee members.

Interpretation and amendment of the Constitution and Rules

- 25) The Chairman shall have power to interpret the Constitution & Rules of the Association, subject to appeal to a General Meeting.
- 26) The Constitution & Rules of the Association may be amended only by a vote in favour of at least two thirds of the members present and voting at an AGM or at any other General Meeting the notice for which has indicated the nature of the amendments proposed.

Dissolution of the Association

- 27) The Association may be dissolved only by resolution of an AGM or any other General Meeting, the notice of which has indicated such an intention. The funds and other assets of the Association shall be disposed of as that meeting shall resolve.

Appendix A: Roads & buildings included in the Knoll Residents Association boundaries (in alphabetical order)

Bancroft Gardens	New Road
Blossom Drive	Novar Close
Braeburn Court, Orchard Grove	Nursery Close
Bramley Court, Orchard Grove	Oakhill Road
Brasted Close	Oatfield Road
Brookside	Orchard Grove
Broomhill Road	Pepys Rise
Broxbourne Road	Pondwood Rise
Cambray Road	Red Cedars Road
Chislehurst Road	Sandy Lane
Clay Wood Close	Sequoia Gardens
Cornmill Drive	Somerset Road
Cyril Road	St Aubyns Close
Dale Wood Road	St Aubyns Gardens
Devonshire Road	St Kilda Road
Eastcote	Stanley Road
Elm Grove	Station Approach
Footbury Hill Road	Station Road
Hill End	Stanbrook House, Orchard Grove
Hillview Crescent	The Avenue
Hillview Road	The Drive
Irene Road	The Maltings
Irvine Way	Tower Close
Keswick Road	Tower Road
Knoll Court	Vinson Close
Knoll Rise	Westholme
Lamorna Close	White Hart Road
Lucerne Road	Wiltshire Road
Lynwood Grove	
Mayfield Avenue	
Melbourne Close	
Moorfield Road	
Mountview Road	
