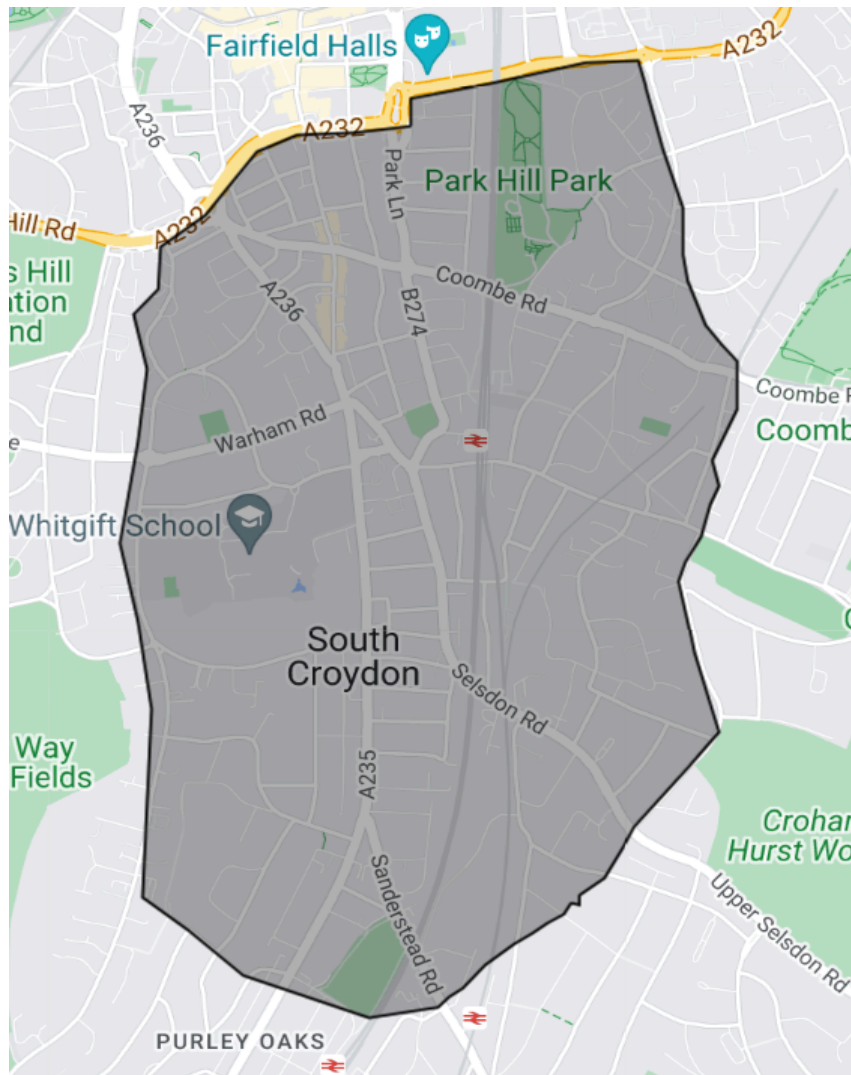




THE CONSTITUTION OF THE SOUTH CROYDON COMMUNITY ASSOCIATION (SCCA)

THE ASSOCIATION

- 1 The Association is known as the South Croydon Community Association, referred to hereafter as SCCA.
- 2 SCCA is a non-political, not-for-profit association. It is registered with Croydon Council.
- 3 For the SCCA, South Croydon is bounded to the North by the A232 Flyover; to the South by South Croydon Recreation Ground; to the West by Haling Park Road and the East by the Croham Manor Rd (see map below). South End Village lies at its heart.





SCCA AIMS

- 4 The aims of SCCA are to:
- Celebrate South Croydon and its diverse communities
 - Organise and facilitate events throughout the year such as litter picks, book clubs, dinner clubs, volunteering, etc.
 - Support local businesses and schools to grow and prosper
 - Represent the views and the interests of SCCA members and those who live and work in South Croydon, to Croydon Council and other relevant organisations

SCCA MEMBERSHIP

- 5 There are three levels of membership:
- **Full Membership** - open to all who live and/or work within the boundaries of the map in Clause 3.
 - **Associate Membership** – open to anyone outside of the boundaries of the map above but still interested in the SCCA.
 - **Business Membership** – open to any business registered as trading within the boundaries of the map above.
- 6 Members will pay an annual subscription for each calendar year, at a level set at the SCCA Annual General Meeting (AGM).
- 7 Only **Full Membership** and **Business Membership** levels give the right to vote at the SCCA AGM and at Extraordinary General Meetings (EGMs). **Associate Membership** holders are still welcome and encouraged to attend the meetings.
- 8 Anyone who lives or works in South Croydon will be encouraged to participate in SCCA activities whether they are members or not.
- 9 Anyone participating in SCCA activities shall conduct themselves in an acceptable manner. Discrimination defined by race, gender, age, sexuality, disability, or faith will not be tolerated.
- 10 Membership may be relinquished by providing written notice to the SCCA. Membership may be removed from a member by a resolution of the Management Committee that it is in the best interests of the Association that his or her membership is terminated. A resolution to remove a member from membership may only be passed if:



- the member has been given at least 14 days' notice in writing of the meeting of the Management Committee at which the resolution will be proposed and the reasons why it is to be proposed;
- the member or, at the option of the member, the member's representative has been allowed to make representations to the meeting.

SCCA ORGANISATION AND MANAGEMENT

- 11 SCCA is guided by its Constitution and decisions taken during its AGM and EGMs.
- 12 Its activities will be steered by its Management Committee; influenced by the decisions, proposals and outcomes from SCCA General Meetings and other events, and by the suggestions of SCCA members and the South Croydon community at large.
- 13 The Management Committee shall comprise a Chairperson, Treasurer, Secretary, and any number of additional standard committee members, up to a maximum of seven.
- 14 Committee members will be elected at the AGM for a term of two years.
- 15 Only Full Members may stand to be on the Management Committee. No politically elected Members may stand.

SCCA AGM

- 16 The AGM will be held on an annual basis. Notice will be given of the AGM through SCCA communication channels no later than 21 days before the AGM.
- 17 The AGM will be open to members and all those who live or work in South Croydon.
- 18 The draft agenda for the AGM will be agreed by the Management Committee. It will include:
 - The Chairperson's Report on behalf of the Management Committee
 - The Treasurer's Report including the accounts for the past year
 - The election of Management Committee members including the Chairperson, Secretary, and Treasurer
 - Submissions from members and others that have been received in writing no less than 7 days before the AGM
- 19 The quorum for the AGM will be 10 Full Members whose subscription for the current calendar year has been paid.
- 20 Nominations for the Management Committee will be voted on at the AGM at the expiry of committee members' terms. These nominations should be received in writing no less than 7 days before the AGM. Committee members will be elected by simple majority vote.



- 21 Each member shall have one vote but if there is an equality of votes the person who is chairing the meeting shall have a casting vote in addition to any other vote he or she may have.
- 22 The Management Committee shall be able to co-opt members and others to strengthen SCCA's planning and implementation of activities at any time.
- 23 A summary record of the AGM will be posted by the Secretary.

SCCA GENERAL MEETINGS

- 24 General Meetings will take place periodically throughout the year, organised at the discretion of the Management Committee to provide a forum to raise issues of immediate importance locally and respond to suggestions from Members.
- 25 Notice will be given of general meetings by the Management Committee through SCCA communication channels no later than 14 days before the General Meeting.

SCCA MANAGEMENT COMMITTEE MEETINGS

- 26 The Management Committee will meet as required.
- 27 It will ensure that the aims and objectives of SCCA are met. Its activities will respond to priorities identified by members and the wider South Croydon community. It will determine financial support for activities and events. It will monitor the work of SCCA overall.
- 28 In collaboration with the Chairperson, the Secretary will produce the agenda for each meeting and post a summary record of each meeting's outcomes.
- 29 Members of the Committee must declare any relevant personal interest or potential conflict, in matters under discussion at Management Committee meetings.
- 30 The Secretary will hold and update a record of SCCA members. The Management Committee will periodically review membership levels and the need or otherwise for a membership drive.

EXTRAORDINARY GENERAL MEETING

- 31 The SCCA Secretary will call an EGM at the request of a majority of the Management Committee members and/or on receipt of a written request by a minimum of 10 Full Members.
- 32 The Secretary will give no less than 14 days' notice of an EGM.



SCCA FINANCE

- 33 SCCA will derive income from membership subscriptions, donations (including at SCCA events), grants and fundraising, crowdfunding and sponsorship, as appropriate. All monies must be used solely for activities designed to meet SCCA aims and objectives.
- 34 The Treasurer will maintain a bank or building society account in the name of SCCA. All payments must be authorised by the Treasurer and at least one other nominated SCCA member agreed by the Management Committee.
- 35 The Treasurer will keep proper accounts of income and expenditure, and provide the Management Committee with periodic updates. As specified under Clause 18, the Treasurer will submit a financial statement and report at the AGM.
- 36 The accounts will be made available for inspection by any member of SCCA upon request.
- 37 The income and property of the Association shall be applied solely towards the promotion of the aims as described in Clause 4.

AMENDMENT OF THE SCCA CONSTITUTION

- 38 Any proposal to change the SCCA Constitution must be given to the SCCA Secretary no less than 21 days in advance of the AGM or an Extraordinary General Meeting.
- 39 Changes to the Constitution must be agreed upon by two-thirds of SCCA members in a quorate AGM or Extraordinary General Meeting (EGM).

RULES

- 40 The Management Committee may from time to time make rules or bylaws for the conduct of the Association business.
- 41 The bylaws may regulate the following matters but are not restricted to them:
 - (a) the admission of members to the organisation (including the admission of organisations to membership) and the rights and privileges of such members, and the entrance fees, subscriptions and other fees or payments to be made by members;
 - (b) the procedure at general meetings and any other meetings of the SCCA insofar as such procedure is not regulated by this Constitution;
 - (c) generally, all such matters as are commonly the subject matter of the rules of an unincorporated association
- 42 These rules are the internal procedures adopted by the Management Committee for the proper administration of the Association. They cannot be used to change any of the provisions in this Constitution. Clauses 38 and 39 of this Constitution sets out the procedure



for amending the provisions of this Constitution.

SCCA DISSOLUTION

- 43 The Management Committee, or, if the Management Committee no longer exists, a majority of the remaining members of SCCA can propose that the SCCA be wound up. All SCCA members will be given at least 14 days' notice of an EGM to determine the winding up of SCCA. For this purpose, a quorum is not required: SCCA can be dissolved on a two-thirds majority of those present at the meeting.
- 44 Any assets remaining when all debts have been paid shall be used within South Croydon for community purposes, determined by the Extraordinary General Meeting.

Approved at the AGM on 4th March 2024