



## RULES OF THE ASSOCIATION

- 1] The Association shall be known as the Ruscombe and Whiteshill Village Shop Association (the RWVSA), hereafter called "The Association", this being an Unincorporated Association.
- 2] The objectives of The Association shall be to:
  - operate and maintain a community shop
  - supply food, household requirements and everyday necessities
  - sell and exhibit arts and crafts made locally
  - provide a meeting place for residents and visitors
  - provide facilities to display information on local trades and skills
  - co-operate with other bodies having a like interest in The Association's objectives, consistent with the delivery of this Association's objectives.
- 3] All persons living within the local community will automatically be considered to be a member of the Association, as well as a person or body supporting the Association subject only to the agreement of the Management Committee. Members of the Association who attend the Annual General Meeting (AGM) have the right to vote.
- 4] The shop and café will be managed and operated by an elected Management Committee.
- 5] There will be an AGM of the Association which shall be held not later than three months after the end of each trading year.
- 6] An Extraordinary General Meeting of the Association may be called by a two-thirds majority of the Management Committee, or by 5 or more members concerned about the operation of the Association.
- 7] The office holders of The Association shall consist of a Chairperson, a Secretary and a Treasurer, who shall be elected at the AGM for the succeeding twelve-month period.
- 8] The direction and management of the Association shall be vested in a Management Committee consisting of the office holders and a minimum of 5 and a maximum of 12 other members who shall be elected annually at the AGM.
- 9] The Management Committee will meet monthly.
- 10] Should the number of members of the Management Committee fall below 5 during the year, a new member may be co-opted for the remainder of that year.

- 11] As an officer of the Association, neither the Secretary nor the Treasurer of the Association are permitted to vote in Committee or at the AGM on matters for which they hold responsibility.
- 12] At the discretion of the Management Committee, deputies for the officers of the Association may be nominated for the duration of the year.
- 13] The quorum of the Management Committee will be deemed to be two-thirds of the members of the Management Committee present at the meeting and in the case of equality of vote the Chairperson shall have a second, casting vote.
- 14] Members of the Management Committee who fail to attend three out of four consecutive meetings of the Management Committee shall be deemed to have resigned unless the Management Committee determine otherwise
- 15] In addition to the powers mentioned in Rule 8, the Management Committee may:
  - fill any casual vacancy amongst the office holders for the remainder of that operating year for the good management of The Association as it deems expedient
  - from time to time make sure such regulations and arrangements are consistent with the Rules and for the good management of The Association as deemed expedient
  - co-opt any member to give special help and advice for as long as it is deemed to be required
  - remain in power until new Members of the Management Committee for the ensuing year have been elected
- 16] The Management Committee shall appoint an Executive Committee comprising the Chairperson, Secretary and other Committee members as required in point 13, to deal with urgent business relating to The Association. Any action taken by the Executive Committee shall be reported to the next full Management Committee Meeting.
- 17] The accounts of the Association shall be presented at each AGM. Monitoring of the financial position of the Shop shall take place regularly and reported at the monthly management committee meetings throughout the year.
- 18] The distribution of any surpluses occurring at the end of the Association's trading year shall be decided at the AGM.
- 19] In the event that The Association is wound up, its assets shall be disposed of by tender, or at auction. All creditors shall then be paid so far as is practicable. Any outstanding surpluses shall be donated to the Whiteshill County Primary School, or to the Village Hall or to the Scouts and Guides Association, or divided amongst these and any other similar bodies, at the discretion of the AGM.
- 20] The Rules of the association may be amended or added to at the AGM, provided that ten days' notice is given in writing to the Secretary. The members of the Association who attend the AGM have the right to vote. There must be a seventy-five percent majority to agree to such change. (The AGM will be publicised on the noticeboard in the shop, on the shop's Facebook Group page and on the Parish Council website.) All other matters shall be decided by a simple majority of these members present and voting.

To be adopted at the AGM in February 2018

Originally adopted at the association Annual General meeting on February 19<sup>th</sup> 2003