

NUNEATON & BEDWORTH NEIGHBOURHOOD WATCH ASSOCIATION

1 **Name:**

The name of the Association shall be NUNEATON & BEDWORTH NEIGHBOURHOOD WATCH ASSOCIATION (hereinafter called 'NBNWA')

2 **Objects:**

The objects of NBNWA shall be:

- 2.1 To promote the development of greater public participation in a safer, healthier and thereby happier local environment for all citizens;
- 2.2 To promote good citizenship and greater participation in the prevention and solution of crime by effective liaison between the police and public in the Nuneaton & Bedworth police area.

3 **Principle:**

- 3.1 NBNWA shall be non-party in politics and non-sectarian in religion and operate an equal opportunity policy.

4 **Powers:**

In furtherance of the said objectives but not otherwise NBNWA may:

- 4.1 Provide support and services for and on behalf of Neighbourhood watch groups in the Nuneaton & Bedworth police area;
- 4.2 Liaise with other Neighbourhood Watch groups, the Police, Nuneaton & Bedworth Safer Communities Partnership, the Police Authority, Nuneaton & Bedworth Borough Council, Warwickshire County Council and other voluntary and statutory bodies;
- 4.3 Arrange and provide for or join in arranging and providing for the holding of exhibitions, meetings, lectures, classes, seminars and training events;
- 4.4 Promote and carry out or assist in promoting and carrying out research, surveys and investigations and publish the results thereof;
- 4.5 Collect and disseminate information on all matters affecting the above purposes and exchange such information with other bodies having similar purposes;
- 4.6 Undertake, execute, manage or assist any charitable trust which may be lawfully undertaken, executed or assisted by the Association;
- 4.7 Procure to be written and print, publish, issue and circulate gratuitously or otherwise such papers, books, periodicals, pamphlets or other documents or films or recorded discs or tapes as shall further the above purposes;
- 4.8 Purchase, take on lease or in exchange, hire or otherwise acquire any property and any rights and privileges necessary for the promotion of and for the work of NBNWA;
- 4.9 Make regulations for any property so acquired and make rules for the conduct of NBNWA, its meetings and activities;
- 4.10 Sell, dispose of or turn to account all or any of the property or assets NBNWA, subject to such consents as may be required by law;
- 4.11 Raise funds and invite and receive contributions from any persons by way of subscriptions or otherwise, provided that NBNWA shall not undertake any permanent trading activities in raising funds for its

primary charitable objects;

- 4.12 Accept gifts or raise money in such a manner as NBNWA shall think fit, subject to such consents as required by law;
- 4.13 Procure contributions to NBNWA by personal or written appeals, public meetings or otherwise;
- 4.14 Provide indemnity insurance to cover the liability of the Executive Committee (or any member of the Executive Committee) which by virtue of any rule of law would otherwise attach to them in respect of any negligence, default, breach of trust or breach of duty of which they may be guilty in relation to NBNWA, provided that any such insurance shall not extend to any claim arising from any act or omission which the Executive Committee (or any member of the Executive Committee) knew to be a breach of trust or breach of duty or which was committed by the Executive Committee (or any member of the Executive Committee) in reckless disregard of whether it was a breach of trust or breach of duty or not;
- 4.15 Appoint and constitute such advisory committees as the Executive Committee may think fit;
- 4.16 Do all such other lawful things as are necessary for the attainment of the said purposes.

5. **Membership:**

- 5.1 Membership of the Association shall be open Safer Neighbourhood Area Neighbourhood Watch groups within the Nuneaton & Bedworth police area who are interested in furthering the work of NBNWA;
- 5.2 Any eligible group, which wishes to become a member of NBNWA, must submit an application in writing to the Secretary;
- 5.3 Each member group may appoint three individual persons to represent it at General Meetings of NBNWA;
- 5.4 Representatives of member groups of NBNWA shall each have one vote and shall be entitled to vote at General Meetings of NBNWA;
- 5.5 The Executive Committee shall not reject an applicant without sufficient reason.

6. **Termination of Membership:**

- 6.1 A member group may resign by written notice to the Secretary;
- 6.2 The Executive Committee shall have the right for good and sufficient reason to suspend or to terminate the membership of a group, provided that the group shall have the right to be heard by the Executive Committee before the final decision is made.

7. **Officers:**

- 7.1 At the Annual General Meeting (AGM) hereinafter mentioned, NBNWA shall elect a Chairperson, a Vice-Chairperson, a Treasurer, a Secretary and other such officers as NBNWA shall from time to time decide;
- 7.2 The officers of NBNWA shall hold office until the conclusion of the AGM of NBNWA next after their election but shall be eligible for re-election;
- 7.3 NBNWA shall appoint one or more external auditors or independent examiners in accordance with current charities legislation and may determine their remuneration (if any).

8. **Executive Committee:**

- 8.1 The policy and general management of the affairs of NBNWA, including the powers mentioned above,

shall be directed by the Executive Committee (hereinafter called the 'Committee') which shall meet not less than four times per year and which shall consist of not more than fifteen elected representatives of members including those elected in accordance with clause 7;

- 8.2 The members of the Committee will be elected at the AGM of NBNWA;
- 8.3 In addition, the Committee may co-opt up to one third of the total number of elected members of the Committee, who shall be representatives of the members of NBNWA and who shall serve until the conclusion of the next AGM after individual co-option. Co-opted members shall be entitled to vote.
- 8.4 In addition, the following shall be entitled to ex-officio, non-voting representation on the Committee;
 - 8.4.1 the Area Commander, Northern Area, Warwickshire Police or his/her nominated representative;
 - 8.4.2 the Warwickshire Police & Crime Commissioner or his/her nominated representative;
 - 8.4.3 the Leader of Nuneaton and Bedworth Borough Council or his/her nominated representative;
 - 8.4.4 The Chair of the Warwickshire Neighbourhood Watch Association.
- 8.5 Any casual vacancy in the Committee may be filled by the Committee and any person appointed to fill such a vacancy shall hold office until the conclusion of the next AGM of NBNWA and shall be eligible for election at that meeting;
- 8.6 The proceedings of the Committee shall not be invalidated by any accidental failure to elect or any accidental defect in the election, appointment, co-option or qualification of any member;
- 8.7 The Committee shall have the power to enter into contracts for the purposes of NBNWA on behalf of the members of the Association following approval by a General meeting of NBNWA;
- 8.8 The Committee may appoint such special or standing committees as may be deemed necessary by the Committee and shall determine their terms of reference, powers, duration and composition. All acts and proceedings of such special or standing committees shall be reported back to the committee fully and promptly;
- 8.9 The members of the Committee shall be entitled to an indemnity out of the assets of NBNWA for the expenses and other liabilities properly incurred by them in the management of the affairs of NBNWA but this indemnity shall not extend to liabilities arising from willful and individual fraud, wrongdoing or wrongful omission on the part of the members sought to be made liable.

9. Rules of Procedure at all Meetings:

- 9.1 **Quorum:**
 - 9.1.1 The quorum at a meeting of the NBNWA shall be one third of the appointed representatives of members of NBNWA;
 - 9.1.2 The quorum at a meeting of the Committee or of any committee appointed under Clause 8.7 hereof shall be four or such other number that NBNWA may in General Meeting from time to time determine.
- 9.2 **Voting:**
 - 9.2.1 Subject to Clauses 14 and 15 hereof, all questions arising from any meeting shall be decided by a simple majority of those present and entitled to vote thereat. No person shall exercise more than one vote but in any case of equality the chairperson of the meeting shall have a second and casting vote;

9.2.2 All elections of officers and committee members shall be by ballot unless unopposed;

9.2.3 Such ballots will be by a show of hands unless a secret ballot is requested by a simple majority of those present and eligible to vote.

9.3 **Minutes:**

9.3.1 The Committee and all other committees shall keep minutes, and the appropriate secretary shall enter herein a record of all proceedings and resolutions.

10. **Standing Orders:**

10.1 The Committee may make such rules for the conduct of its business and that of NBNWA as it may deem necessary PROVIDED THAT they shall be consistent with the requirements of this constitution;

10.2 The Committee shall have the power to make, repeal or amend such rules as they from time to time consider necessary for the well being of NBNWA PROVIDED THAT they shall be consistent with the requirements of this constitution. Such rules, appeals and amendments shall have effect until set aside by the Committee or at a general meeting.

11. **Meetings of the NBNWA:**

11.1 There shall be an AGM of NBNWA which shall be held in the month of April in each year or as soon as practicable thereafter at such time (not being more than fifteen months after the holding of the preceding AGM) and at such place as the Committee shall determine. At least twenty-one clear day's notice shall be given in writing by the Secretary to each member;

11.2 At such AGM, the business shall include:

11.2.1 The election of officers;

11.2.2 The election of representatives of members to serve on the Committee;

11.2.3 The appointment of an auditor or auditors or independent examiner;

11.2.4 The consideration of an annual report of the work done by or under the auspices of the Committee and of the annual accounts which have previously been audited or examined independently;

11.2.5 Wherever necessary, consideration of and voting on proposals to alter this constitution in accordance with Clause 14 hereof.

11.3 A Special General Meeting of NBNWA may be called at the request of a number of members of NBNWA which is not less than one quarter of the total membership Such a request shall be in writing, contain reasons, signed on behalf of the requesting members and presented to the Chairperson and copied to the Secretary. The Secretary shall within twenty-one days of receiving such a request call a Special General Meeting giving fourteen days of that meeting.

12. **Nomination of Officers and Committee Members:**

12.1 Nomination for Officers or Committee members must be made by full members of the NBNWA and must be in the hands of the Secretary at the commencement of the AGM. Should nominations exceed vacancies, elections will be decided by a simple majority of those present and entitled to vote.

13. **Finance:**

13.1 All monies raised by or on behalf of NBNWA shall be applied to further the purposes of NBNWA and not otherwise PROVIDED THAT nothing herein contained shall prevent the repayment of reasonable out-of-pocket expenses;

- 13.2 The Committee shall have the power to authorise payment of expenses to any Officer or member of NBNWA and to any other person or persons for services rendered to NBNWA;
- 13.3 The Treasurer shall keep proper accounts of the finances of NBNWA;
- 13.4 The accounts shall be audited or independently examined at least once a year by the auditors or independent examiners appointed by the AGM;
- 13.5 Audited or independently examined accounts for the last financial year shall be submitted by the Committee to the AGM aforesaid;
- 13.6 A Bank Account shall be opened in the name of NBNWA with such a bank as the Committee shall from time to time decide. The Committee shall authorise in writing any four persons, one always being the Treasurer and the others being Committee members of NBNWA. All cheques must be signed by three of the authorised signatories;
- 13.7 The financial year of NBNWA shall run from 1 January to 31 December each year.

14. **Alterations to the Constitution:**

- 14.1 Any alteration to this Constitution shall receive the assent of not less than two thirds of the Membership of NBNWA for the time being present and voting at the AGM or Special General Meeting PROVIDED THAT notice of such alteration shall have been received by the Secretary in writing no less than twenty-one clear days before the meeting at which the alteration is to be proposed. At least fourteen clear days notice in writing, setting out the terms of the alteration, shall be sent by the Secretary to each Member of NBNWA PROVIDED THAT no alteration shall be made to Clause 2.1, Clause 2.2, Clause 15.1 or this Clause until the approval in writing of the Charity Commissioners or other authority having charitable jurisdiction shall have been obtained and no alteration shall be made which would have the effect of causing NBNWA to cease to be a charity at law.

15. **Dissolution:**

- 15.1 If the Committee by a simple majority decides at any time that on the grounds of expense or otherwise it is necessary or advisable to dissolve NBNWA it shall call a meeting of all members of NBNWA who have the power to vote, of which meeting not less than twenty-one days notice (stating the terms of the Resolution to be proposed thereat) shall be given. If such decisions shall be confirmed by a two-thirds majority of those present and voting at such meeting, the Committee shall have the power to dispose of any assets held by or on behalf of NBNWA. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such charitable institution or institutions having objects similar to the objects of NBNWA as the Committee may decide or failing that may be applied for some other charitable purpose.