

Camden Residents Association Constitution

1 Definitions

- (a) The organisation is named the Camden Residents' Association (CRA)
- (b) The Area - Camden, Bath - principally includes properties along Camden Crescent, Camden Road, Belgrave Crescent and other related roads
- (c) A Camden Resident is someone who lives in the above area

2 Aims of the Association

Our **3 C's** mission drives what we do: (C)elebrate – (C)onnect – (C)ontribute

Celebrate this wonderful neighbourhood of Camden. We will champion it, talk about it, show it off, promote it.

Connect people together. To form relationships, to help create a deeper sense of community. To help build 'social capital' across the neighbourhood.

Contribute. Everything we do is done by volunteers, freely giving their time, and occasionally money. We will always be net givers. All we ask from the community we represent is for people to be similarly generous. If you have an idea, a skill, or just some time and enthusiasm – you can play a valuable role.

- (a) To facilitate community events and programs to build and support a strong community for all residents of the Camden area.
- (b) To make information of interest or concern available to all residents through its web-site and other media.
- (c) To remain an a-political, not for profit association, open to all Camden residents and always for the betterment of the residents and surrounding area.

3 Roles and Responsibilities

The Association will be managed by a Committee consisting of volunteer residents from within the Camden area. The Committee will be made up of the following informal functions and duties carried out by the volunteers in the best interests of the local community.

Any resident may join the CRA, become a volunteer, attend the meetings and support events, or carry out duties organised by the Committee

The committee will decide amongst themselves who will be carrying out these roles and responsibilities.

- (a) **The Secretary** - will record meeting notes and distribute to members, will advise upcoming meetings and help prepare the agenda and keep past minutes and reports where appropriate.
- (b) **The Treasurer** - will be responsible for accounting for all income and expenditure and a financial update given at each Committee meeting. Maintain the Committee bank accounts on behalf of the Committee and ensure that all monies raised are used solely for the purposes of the CRA.
- (c) **Web Site Manager** – will be responsible for the hosting of the web site on a secure and stable platform and carry out maintenance and updates to ensure consistent performance and accessibility. To also manage the CRA 'Inbox' and respond or forward any relevant communication.
- (d) **Chairperson** - will be the lead representative of the CRA and will provide strategic direction, chair Committee Meetings and be the primary external face of the CRA.

Data Protection - the above committee members aim to hold minimal personal data, any email lists and/or communication lists will be compiled and kept safely by Committee members for specific purposes, such as confirming activity arrangements. It will never be passed on without consent of the person.

4 Committee Meetings

- (a) The Committee shall meet regularly and not less than four times a year and be chaired by the Chairperson.
- (b) An informal agenda, will be sent out by the Chair or Secretary ahead of each meeting, where appropriate
- (c) Any action will be agreed between the meeting attendees.
- (d) The Treasurer will present CRA accounts at least once a year at a meeting that is open to the public and/or on the website, and keep the Committee apprised of the finances on a regular basis.

5 The Constitution

This constitution will be reviewed and agreed on an annual basis by current committee members and will be made available on the website.