

## **Beetham Tower Residents' Association (BTRA)**

### **Rules of BTRA**

#### **Name of the BTRA**

The name of the association shall be the 'Beetham Tower Residents' Association', hereinafter called the BTRA.

#### **Aims and Objectives**

The BTRA will strive:

- To ensure a high quality environment for residents and to maintain the unique status of an iconic building
- To represent the residents of the Beetham Tower in discussions with the landlord, the management company and other agents to promote the interests of all residents living in the development
- To maintain open and constructive dialogue with the landlord
- To seek and maintain high standards of service from the management company, promoting good value and excellent delivery at all times
- To develop tenant responsibility for the building and all residents
- To work in partnership with the landlord, management company and other agencies to achieve these aims
- The BTRA supports no political party.

#### **Membership**

Membership shall be open to all leaseholders and residents who have written consent from leaseholders.

Membership is not open to the landlord, their employees or directors, or to the management company.

The current Landlord is Beetham Tower Manchester Limited (Company House No. 04650900). Any future landlord of Beetham Tower, 301 Deansgate, Manchester shall not be a member.

The Management Company of Beetham Tower shall not be a member.

Non leaseholder residents shall only be a member once the Management Committee have approved their membership such consent not to be unreasonably withheld.

In the event that both a leaseholder and non leaseholder resident of an apartment seeks membership of the BTRA the Management Committee shall only approve the membership of one of those two applicants.

Membership of the BTRA shall be an acknowledgement of the acceptance of the constitution of the BTRA.

Membership of the BTRA shall terminate:

- Upon a member or committee member giving written notice to that effect to the Secretary.

- Upon a member ceasing to be a leaseholder or resident with consent of Beetham Tower.

### **Voting**

Votes will be allocated as follows:

- One vote per apartment for a nominated and named person.
- No individual member shall have more than 50 (fifty) percent of the voting rights.

For the avoidance of doubt apartment means a single dwelling space.

### **BTRA Management Committee**

The BTRA will be run by a management committee elected at the Annual General Meeting (AGM). The management committee will be made up of officers as follows:

- Chairman who shall chair the AGM and Meetings
- Vice chairman
- Secretary
- Treasurer
- Ordinary members

and such others as shall be deemed necessary from time to time (**The Management Committee**).

The officers shall be elected annually from the members at the AGM, the retiring officers being eligible for re-election. BTRA shall have power at an ordinary meeting to fill any casual vacancy.

The committee will be organised as follows:

- The Management Committee will not exceed 8 officers. Management Committee members must be leaseholders or residents with consent from leaseholders.
- The committee will meet as and when required.
- The quorum will be a simple majority of its members, at least 2 of whom should be officers.
- The election of the officers shall take place at the AGM.
- Committee members so elected shall hold office until the following AGM when they shall be eligible for re-election upon re-nomination.
- Nomination for the committee shall be proposed and seconded by two member of the BTRA and notified to the Secretary 48 hours in advance of the AGM.
- The committee shall be empowered to fill any vacancy occurring on the Committee or among the officers for the remainder of its term of office; it shall also be empowered to co-opt up to three extra members if necessary.
- The committee will be empowered to co-opt members with skills and knowledge useful to the BTRA. These members can take part in the meetings, but will have no voting rights, right to represent the committee externally or hold officer posts.
- The committee shall be empowered to appoint sub-committees from the membership, whose recommendations will be subject to confirmation by the Committee.
- Committee members who bring the good name of the BTRA into disrepute may be removed or suspended.
- The Secretary shall keep a record of all members.

### **Meetings**

BTRA will be democratic and open. The Committee will hold at least quarterly meetings or events and will publicise general meetings and public events to all members in order to involve all members and hear their views.

The Committee will try to work by general agreement but where this is not possible decisions will be taken by the majority vote.

Minutes will be kept of all meetings of the BTRA and such Minutes will be presented to the next meeting to be approved. The Minutes will be available to any member of the BTRA on request.

All members of the BTRA will be respected to treat each other with respect and act in a reasonable manner at BTRA events. The Chair may ask members to leave if their behaviour is disruptive or offensive.

The following meetings will be held:

- The Annual General Meeting of the BTRA shall be held not later than 1 June each year. A report of the work of the BTRA will be given out each year at the AGM. Written notice of the meeting will be issued to every member at least 7 (seven) days in advance with advice they will have the opportunity to vote for officers and Management Committee members, make nominations for election or stand for election themselves. Any proposed changes to the constitution by the membership or nominations to the Management Committee must be notified and sent to the Secretary in writing at least 48 hours (forty eight) before the AGM.
- At the AGM or Extraordinary AGM, the members present (or via proxy) shall constitute a quorum shall constitute a quorum, and, if not present, the meeting shall be adjourned to another day when members present will form a quorum.
- At the AGM, the minutes of the previous AGM will be presented and approved; a report will be presented of the BTRA's activities; the treasurer will present audited accounts for the year; any constitutional amendments will be voted on; the existing committee will stand down; the officers and Management Committee for next year will be elected, consider any resolutions put forward by members, vote on any amendments to the constitution. Nominations for officers and Management Committee will only be accepted if the person nominated is present at the AGM.
- An Ordinary General Meeting of the BTRA may be convened at any time by the Secretary and each year the BTRA shall hold at least two Ordinary General Meeting (including the AGM) which shall be open to the general membership.

### **Special General Meeting**

The Management Committee of the BTRA may at any time call a Special Meeting of the BTRA in giving 7 (seven) days written notice to all the members to consider any matter that the Management Committee may decide should be referred to all members.

### **Alterations to the Constitution**

The Constitution may only be amended at the AGM or at a Special General Meeting. Any proposal to alter the Constitution should be sent to the Secretary seven days before the meeting. Notice of the proposal to alter the Constitution should be included in the publicity for the meeting. Any alteration to this Constitution requires a two thirds majority of those present and voting.

### **Dissolution**

BTRA may only be dissolved at a public meeting called for that purpose and publicised to all members. Members shall be informed that a decision about the future of BTRA will be on the Agenda. A proposal to dissolve BTRA will only be carried provided two thirds of the members present agree or if the BTRA is unable to form a Management Committee.

All outstanding bills will be paid. The balance of any grant from funding bodies will be returned. Any assets remaining will be applied towards the sinking fund of the Beetham Tower Residents' Association and if BTRA is unable to form a Management Committee then any such assets shall be applied for the benefit of the relevance of the area as the members may decide subject to the approval of the meeting to dissolve BTRA.

### **Finance and Subscription**

The annual subscription in respect of each flat shall be £10.00 due on 1 January each year. This amount will be collected by the management company on behalf of the BTRA and will be

held in a BTRA bank account, managed by the BTRA Management Committee. The amount shall be fixed by resolution in an AGM.

The Management Committee can raise money on behalf of BTRA as they see fit provided they spend such monies in line with the aims and objectives of BTRA.

The Treasurer shall keep proper accounts of the finances of BTRA and maintain the BTRA bank account. The Management Committee will nominate at least two members who can sign cheques. These two members must not live in the same household or be close family members.


The Management Committee will be responsible for the proper use of money raised through grants according to the guidelines issued by the relevant funding body.

The Treasurer shall keep receipts for all monies paid out of expenses to Management Committee members for duties carried out on behalf of the group.

**ADOPTION OF THE CONSTITUTION**

The Constitution was adopted as the Constitution of the Beetham Tower Residents' BTRA.

At the Annual General Meeting of it's members on 15<sup>th</sup> October 2009 at Rain Bar, 80 Great Bridgewater Street, Manchester M1 5JG.

Chair Person   
Print Name MR GEOFFREY EDWARDS

Address

Signed

Secretary   
Print Name JAFARRELL

Address

Signed 

Resident SS Badshley

Print Name

Address

Signed SS Badshley

Resident

Print Name

Address

Signed 