

# ANNUAL GENERAL MEETING

Winston Churchill Hall, Ruislip  
Wednesday 9th April 2025

## **Annual General Meeting**

7.45pm, Wednesday  
9th April 2025  
Winston Churchill Hall,  
Pinn Way, Ruislip HA4 7QL

### **AGENDA**

1. Welcome and Apologies
2. Talk by Cllr Ian Edwards, Leader of Hillingdon Council
3. Minutes of the Annual General Meeting 2024
4. Chair's Report
5. Treasurer's Report and Annual Accounts
6. Election of Chair and Committee 2025-2026
7. Update of the Association's Rules
8. Open Forum – questions to a panel of RRA representatives
9. Any Other Business



### **REGISTER OF ATTENDEES**

Thank you for joining us this evening. Please use this QR code or visit [ruislipresidents.org.uk/agm](https://ruislipresidents.org.uk/agm) using your mobile phone to register your attendance this evening, or write your name and address on one of the clipboards circulating around the room

You can also opt-in to receiving our email newsletter and receive copies of any follow-up answers or information following tonight's meeting by giving your email address

### **CONTENTS**

- |             |  |
|-------------|--|
| Pages 2-3:  | Minutes of the Annual General Meeting 2024 |
| Pages 4-5:  | Annual Accounts                            |
| Pages 6-10: | Update of the Association's Rules          |



### **DIGITAL COPY OF DOCUMENTS**

To view these documents on your mobile device, visit [www.ruislipresidents.org.uk/agm-notice-2025](https://www.ruislipresidents.org.uk/agm-notice-2025) (or scan this QR code)

The next issue of the Town Crier will be delivered to all homes in Ruislip and Ruislip Manor in the first and second week of September.

Our next public meeting will be on 30th September 2025

## **Minutes of the Ruislip Residents' Association Annual General Meeting**

**7:45 at Winston Churchill Hall**

**on 28 April 2023**

**1. Welcome and apologies:** Chairman Graham Bartram opened the meeting and welcomed all present.

**2. Guest speaker:** Steve Tuckwell MP for Uxbridge and South Ruislip which covers Ruislip Manor. Graham Bartram thanked Mr Tuckwell for his informative and interesting presentation.

**3. Minutes of the Annual General Meeting 2023:** These were accepted as a correct record. Mervyn Hogg, proposed adoption of these minutes. This was seconded by David Ellis and agreed without dissent.

### **4. Chairman's Report: Graham Bartram**

Items covered: High Street changes, shopfronts, food delivery drivers. HS2 tunnelling almost out of our area but still lots of work to do. New Hillingdon Hospital is proceeding well, but nothing is certain until the hospital actually starts to be built. Planning issues are a major part of our work – Sue Browne needs an assistant. We are trying to get The Orchard locally listed. Bishop Arden school is not to be built, but the site may be used for a SEND school.

### **5. Treasurer's Report and Annual Accounts for 2023: Nick Potter**

Residents were thanked for their sub payments and donations. We would particularly wish to thank Chimsons Chemist, Ruislip Manor for collecting over 100 envelopes containing subscriptions. The subscriptions and donations are slightly down, consideration to be given to introducing a Direct Debit Scheme, also to consider whether more collection points might be helpful. Currently the split on payments made online and through the collection points is 60/40.

"The accounts for 2023 are before you and have been certified by Ashburn's Tax Centre, Ruislip Manor. This firm performs the works gratis and I would like to thank them for their work this year and in the previous years".

John Nicola proposed adoption of the accounts. This was seconded by Michael Friesland and agreed without dissent.

### **6. Election of Officers and Executive Committee Members**

Chairman Graham Bartram reported that no nominations had been received for any of the officers, apart from those for the existing officers. The officers, etc. for 2023-24 are: President Brian Cowley, Vice-Presidents Peter Lansdown, John Williams, Mike Hodge. Chairman Graham Bartram, Secretary Patricia Wardle, Treasurer Nick Potter, Vice Chair and Woodland Graeme Shaw, Chief Road Steward Daniel O'Neal and Deputy Chief Road Steward Alan Wenman.

The following Executive Committee Members were elected en-bloc unopposed: Vivien Alcorn, Sue Brown, Mark Eidem, John Hawley, Susan Midgley, John Swindells, Syeda Malik and Phil Taylor.

Graham Bartram thanked the executive members for their service to the RRA over the last year.

Graham Bartram proposed a vote of thanks to all the members of the Executive, seconded by Sue Midgely, which was carried.

Graham Bartram asked if anyone was interested in joining the Executive, especially to cover the vacancies: Planning. If anyone is interested please contact the chairman, or any member of the Executive.

### **7. Open Forum –**

1) The management of Ruislip Woods - as the Council has not replaced the previous manager and is foregoing its responsibilities as a custodian of London only National Nature Reserve.

A. Councillor Corthorne has been in touch with Cllr Eddie Lavery, Cabinet Member for Residents' Services in respect of the replacement of the woodlands officer. Cllr Lavery informs me that Hillingdon's statutory obligations for Ruislip Woods as a Natural Nature Reserve are being fulfilled internally within the Green Spaces team, while recruitment is progressed. Since this may beg the question of what specific functions are required and are currently being fulfilled under these obligations Councillor Corthorne will be making a separate enquiry and will report back to the Ruislip Residents' Association.

2) Council needs to identify £35million worth of council-owned assets to sell and maybe more to plug the funding gap to balance future budgets - how many of Ruislip's heritage assets will be on the list?

3) What is being done to help sort out the delivery drivers in Ruislip and Ruislip Manor's High Streets.

4) The issue of the old CAB site was raised last year, it is still empty. Is there any news?

5) Difficulty in accessing 'My Account' – once the password is reset, the system will still not allow you to access the account. No one answers the phone so that this can be reported.

6) The Zebra Crossing between the old CAB Site and St Martins Church. This is very dangerous, only a matter of time until there is a major incident.

### **8. Any Other Business –**

None

**The meeting closed at 20.45 pm – Attendance 90**

# RUISLIP RESIDENTS' ASSOCIATION

## Income & Expenditure Account

For the year ended 31 December 2024

	2024	2023
General Fund	£	£
Income:		
Subscriptions and donations - Mail Boxes	1,930	1,669
Subscriptions and donations - Chimson's	902	723
Subscriptions and donations - Stripe online	3,526	2,631
Subscriptions and donations - Environment Agency	-	275
Bank interest received gross	266	177
<b>Total Income</b>	<b><u>6,624</u></b>	<b><u>5,475</u></b>
Expenditure:		
Insurance	164	122
Printing, software, stationery	27	-
Postage, telephone, travel	-	51
Meetings: Members	245	206
Meetings: Committee	95	-
Affiliation fees	25	25
Members' Meeting expenses	162	172
Donations, floral tributes, gifts	50	257
Town Crier (RRA Magazine)	4,240	4,001
Website & IT related	283	166
Collection of Subscriptions inc. database	162	-
Transfer to Tree account	295	-
<b>Total Expenditure</b>	<b><u>5,748</u></b>	<b><u>5,000</u></b>
<b>Income less Expenditure</b>	<b><u>876</u></b>	<b><u>475</u></b>
Tree account		
	2024	2023
	£	£
Transfer from General account	295	-
Planting expenditure	(1,376)	(1,342)
<b>Income less Expenditure</b>	<b><u>(1,081)</u></b>	<b><u>(1,342)</u></b>
<b>Total Income less Expenditure</b>	<b><u>(205)</u></b>	<b><u>(867)</u></b>

**RUISLIP RESIDENTS' ASSOCIATION**

**Balance Sheet**

**As at 31 December 2024**

	2024 £	2023 £
Current assets		
Payments in advance	1,045	232
Accrued income	-	325
Nat West Current account	298	962
Nat West Deposit account	19,456	17,320
Stripe	52	-
Cash in hand	-	619
<b>Total Current assets</b>	<b>20,851</b>	<b>19,458</b>
Current liabilities - Accruals	(1,598)	-
<b>Net Current assets</b>	<b>19,253</b>	<b>19,458</b>
Accumulated Funds		
Brought forward	18,377	17,902
Retained Income less Expenditure for the year	876	475
<b>General Fund</b>	<b>19,253</b>	<b>18,377</b>
Brought forward	1,081	2,423
Tree account / Centennial Fund	(1,081)	(1,342)
<b>Tree account / Centennial Fund</b>	<b>-</b>	<b>1,081</b>
<b>Accumulated Funds at the end of the year</b>	<b>19,253</b>	<b>19,458</b>

**Inspectors' certificate**

We have examined the accounts of Ruislip Residents' Association.

Our examination was confined to agreeing the amounts with the underlying accounting records.

In our opinion, based on our examination, these accounts properly represent the state of affairs of the Association at 31st December 2024 and of its result for the year then ended and are sufficiently supported by accounts, invoices and other documents which have been produced to us.

Name Darren Kearney

Name John Hawley




Address 6 Ferndale  
50 Luton Rd  
Harpenden

Address 21 The Ridgeway  
RUISLIP  
HA4 8QP

Date 3 April 2025

Date 6th April 2025

# Rules of the Association

Proposed Changes 9th April 2025

## **1 - NAME**

1 (a) The name of the Association shall be the RUISLIP RESIDENTS' ASSOCIATION.

## **2 - STATUS**

2 (a) The Association shall be a Non-Profit Organisation. Officers and Committee members shall receive no monies or benefits-in-kind, other than reasonable expenses agreed by the Committee.

## **3 - OBJECTS**

3 (a) The objects of the Association shall be, on behalf of the residents of Ruislip and Ruislip Manor, to consider issues affecting or likely to affect the community and in particular to preserve, maintain and improve the character and amenities of the Ruislip and Ruislip Manor areas by taking whatever action is decided by the Officers, Committee or Members of the Association in accordance with the Rules of the Association. In so doing the Association shall have no political or religious affiliations.

## **4 - MEMBERSHIP**

4 (a) Membership of the Association shall be open to all residents of Ruislip and Ruislip Manor on payment of the prescribed membership fee.

## **5 - SUBSCRIPTION**

5 (a) The subscription for membership of the Association shall be of such amounts as shall be determined by the Association in General Meeting and payable annually.

## **6 - PRESIDENT AND VICE-PRESIDENTS**

6 (a) There shall be a President of the Association elected by the members at an Annual General Meeting.

6 (b) A Vice-President may be elected at any General Meeting in recognition of his or her services to the Association.

## **7 - OFFICERS**

7 (a) The Officers of the Association shall consist of the Chair, Vice-Chair, Treasurer, Secretary, Chief Road Steward and Deputy Chief Road Steward.

## **8 - COMMITTEE**

### **8 (a) - Constitution**

8 (a) (i) The Committee of the Association shall consist of the President and Officers listed in Rule 7 together with not more than twelve other members of the Association.

8 (a) (ii) The President and Vice-Presidents act as members of the Committee, with the power to vote, without prejudice to the numbers given in Rule 8 (a) (i) above.

8 (a) (iii) Councillors representing the Ruislip and Ruislip Manor areas shall be invited to act as ex-officio members of the Committee but shall have no power to vote.

### **8 (b) - Sub-Committees**

8 (b) (i) The Committee shall have the power to constitute any sub-Committee or advisory panel and to co-opt persons for consultation or other purpose that, from time to time, may be considered necessary. Such persons shall have no power to vote unless as a member of the full Committee. The Committee shall have the power to dissolve any such sub-Committee. Final authority rests with the full Committee.

### **8 (c) - Co-option**

8 (c) (i) The Committee shall have the power to co-opt not more than three additional members in order to provide representation of a particular local interest or any other part of the district not otherwise represented or as determined by the Committee from time to time.

### **8 (d) - Casual Vacancies**

8 (d) (i) The Committee shall have the power to fill any vacancy that may occur.

### **8 (e) - Editor**

8 (e) (i) The Committee shall appoint an editor of the Association's newsletter or journal. A member so appointed shall be a co-opted member of the Committee without power to vote unless already a member of the Committee.

### **8 (f) - Invitation**

8 (f) (i) No member of the Association shall be invited to serve or be co-opted on to the Committee unless he or she has been proposed and seconded at a previous meeting of the Committee.

### **8 (g) - Attendance of Members**

8 (g) (i) Any Officer or member of the Committee who fails to attend four consecutive meetings of the Committee shall cease to hold office or be a member of the Committee unless his/her absence be explained to the satisfaction of the Committee.

### **8 (h) - Quorum**

8 (h) (i) The presence at any Committee of 50% of its membership, including at least two Officers, shall constitute a quorum.

### **8 (i) - Emergency Committee**

8 (i) (i) Subject to Rule 13, an Emergency Committee may be convened at any time by the Chairman, and if unavailable, by the Vice-Chairman. Such a Committee shall consist of at least three of the Officers referred to in Rule 7 who shall be empowered to deal with any matter of urgency and shall report such actions to the following meeting of the Committee.

## **9 - ELECTION OF OFFICERS AND COMMITTEE**

9 (a) The Officers and Committee shall be elected at the Annual General Meeting or at some adjournment thereof.

9 (b) The names of the candidates for election, duly proposed and seconded in each case by two members of the Association (who must have secured the candidate's assent to the proposal), shall be notified to the Secretary by the date announced as provided for in Rule 15 (b). This Rule may be varied at the discretion of the Chairman at the meeting.

9 (c) The tenure of any and every Office (except that of the President and Vice-President) shall be for one year expiring at the end of the Annual General Meeting, but any retiring Officer or member of the Committee shall be eligible for re-election to the same office or for election to any other office.

9 (d) The Committee shall have power to fill any vacancy on the Committee (other than President) as necessary until the next Annual General Meeting, subject to Rule 8 (f).

9 (e) For the purpose of examining the accounts of the Association either two persons or a firm of Accountants shall be appointed by the Committee.

## **10 - DUTIES OF OFFICERS**

### **10 (a) - Chair and Vice-Chair**

10 (a) (i) The Chair or Vice-Chair shall preside at all General and Committee Meetings of the Association including any Emergency Committee meetings. In the event of their absence from any meeting, the members present shall elect one of their number to act as Chairman. The presiding Chairman shall, in addition to his/her vote as a member of the Association or Committee, have a casting vote.

### **10 (b) - Treasurer**

10 (b) (i) The Treasurer, with such assistance as from time to time be approved by the Committee, shall receive all monies, pay all accounts, and act under the general direction and by the authority of the Association. He/she shall keep a proper account of all receipts and payments, and once a year shall prepare a full statement of all financial transactions during the year ended 31st December. This statement shall be examined by the appointed examiners and shall be presented for adoption at the Annual General Meeting.

### **10 (c) - Secretary**

10 (c) (i) The Secretary, with such assistance as from time to time be approved by the Committee, shall conduct all correspondence, give all requisite notices, and act under the general direction and by the authority of the Association.

### **10 (d) - Chief Road Steward and Deputy Chief Road Steward**

10 (d) (i) The Chief Road Steward with the assistance of the Deputy Chief Road Steward and such other assistance as from time to time be approved by the Committee shall organise the district into areas and appoint for each an Area Steward and shall appoint a requisite number of Road Stewards.

## **11 - DUTIES AND POWERS OF THE COMMITTEE**

- 11 (a) The affairs of the Association shall be vested in the Committee which shall be subject to the authority of members in a General Meeting.
- 11 (b) The Committee shall have the power to discuss and (at its discretion) to take interim action on any matter falling within the scope of the Association's activities as defined by the Objects.
- 11 (c) At each Annual General Meeting the Chair or Secretary shall submit a report of the Association's progress and activities during the past year.

## **12 - FINANCIAL MATTERS**

- 12 (a) All monies received from subscriptions and donations shall be deposited in the name of the Association with a UK-regulated financial institution.
- 12 (b) All payments drawn on the Association's funds and withdrawals from any of the Association's account(s) shall be authorised by any two of the following Officers: Chair, Vice-Chair, Treasurer and Secretary.
- 12 (c) For the provision of services such as the electronic collection of subscriptions, donations or other payments the Association can, with the approval of the Committee, enter into a legal agreement with a service provider that allows automatic fund transfers in both directions. These transfers do not need further approval.

## **13 - PERSONAL INTERESTS OF OFFICERS**

- 13 (a) If the President, Vice-President, Officers or Members of the Committee have a fiscal interest in any matter which is the business of the Association, they shall declare such interest to the Secretary (or in the case of the Secretary to the Chair) who shall keep a



record of such declarations. They shall take no part in any discussions of the Committee relating to the matter and shall not be allowed to vote on any proposals relating thereto. Further, they shall not be a member of any Emergency Committee constituted for discussing such a matter.

#### **14 - MEETING OF THE COMMITTEE**

- 14 (a) The Committee shall meet on a regular basis not less than eight times during each year.
- 14 (b) Emergency Meetings of the Committee may be called at any time at the requisition of the Chair, Vice-Chair, Secretary or any three members of the Committee.

#### **15 - GENERAL MEETINGS**

##### **15 (a) - General Meetings and Annual General Meeting**

- 15 (a) (i) General Meetings of the Association shall be held at least twice a year at dates determined by the Committee. One of these meetings shall be the Annual General Meeting.

##### **15 (b) - Notice**

- 15 (b) (i) Not less than eight weeks before it is to be held, the Secretary shall announce the date and venue of any General Meeting, which will then be published on the Association's website.
- 15 (b) (ii) Propositions or motions for voting should be made known to the Secretary at least 14 days before the General Meeting and be published on the Association's website.
- 15 (b) (iii) Any nominations for election as Officers, or to the Committee, duly seconded should be received by the Secretary at least 14 days before the Annual General Meeting.

##### **15 (c) - Quorum**

- 15 (c) (i) At every General Meeting forty members shall form a quorum.

##### **15 (d) - Extraordinary General Meetings**

- 15 (d) (i) Upon the requisition of twenty members of the Association delivered in writing to the Secretary and specifying the matter to be discussed, the Secretary shall convene an Extraordinary General Meeting of the Association at the earliest possible opportunity.
- 15 (d) (ii) The Emergency Committee shall have the power to call an Extraordinary General Meeting of the Association at any time.

##### **15 (e) - Open to Visitors**

- 15 (e) (i) The General Meetings of the Association shall be open to any visitors, unless the Chair shall direct otherwise. Visitors, however, shall not have the power to vote on any motion, neither shall a visitor be permitted to speak as to any motion, unless in his absolute discretion, the Chair of such Meeting decides it is in the interests of the Association to be allowed.

#### **16 - VOTING AT GENERAL MEETINGS**

- 16 (a) Tellers, if necessary, shall be appointed by the Chair at the meeting.
- 16 (b) At all General Meetings voting shall be by show of hands.
- 16 (c) The Chair shall have a casting vote in addition to his/her vote as a member.
- 16 (d) Any proposition or motion shall be declared carried at a General Meeting if on a vote being taken a majority of the members present and voting are in favour.

#### **17 - SUSPENSION OF MEMBERS**

- 17 (a) Any member of the Association refusing to accept the ruling of the Chair may be expelled from a General Meeting on the vote of a majority of the other members present and voting.

## **18 - ALTERATION OF RULES**

- 18 (a) No alteration of or addition to the Rules shall be made except at an Annual General Meeting or an Extraordinary General Meeting called for the purpose.
- 18 (b) Notice of any proposed alteration, addition, or amendment shall be given in writing to the Secretary by the date specified in Rule 15 (b).
- 18 (c) The members shall be given notice of a proposed alteration, addition or amendment of the Rules.

## **19 - MATTERS NOT COVERED BY THE RULES**

- 19 (a) Any question which may arise in relation to the constitution, policy or activities of the Association and which shall be found to be not provided for in these Rules, may be dealt with under the discretion of the Committee, pending a decision of the next General Meeting of the Association.

## **20 - INTERPRETATION OF THE RULES**

- 20 (a) The interpretation of these Rules shall be vested in the Committee, whose decision on any such interpretation shall be binding upon members of the Association. Any such decision shall be reported to the next General Meeting or Extraordinary General Meeting of the Association, when it may be amended if so decided by a simple majority of members present and voting.

## **21 - DISSOLUTION**

- 21 (a) A resolution for the winding-up of the Association may be passed at a General Meeting by a bare majority of those present and voting but such resolution shall be subject to confirmation at an Extraordinary General Meeting convened for the purpose and held not earlier than 14 and not later than 30 clear days thereafter by more than two-thirds of those present and voting.
- 21 (b) In the event of the winding-up of the Association any surplus remaining thereafter shall be donated to some charity or charities determined by the Extraordinary General Meeting or in any other manner that the Extraordinary General Meeting may decide.