



Societies and Trusts Online

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Post your completed form to: Companies Office, Private Bag 92061, Victoria Street West, Auckland.

Certificate - Alteration of rules

Section 21 Incorporated Societies Act 1908

1. Name of society

PAUATAHANUI RESIDENTS ASSOCIATION INCORPORATED

2. Society number

1126163

I certify that the rules that are endorsed with this application have been approved by a majority of the members of the society and comply with Section 6 of the Incorporated Societies Act 1908.

Name

ALAN JOHN GRAY

Position

SECRETARY, PAUATAHANUI RESIDENTS ASSOCIATION INCORPORATED

Signature *Alan Gray* Date 6th AUGUST 2009

3. Checklist before filing your application

- NOT APPLICABLE** Does the rule alteration include a name change for the society?
If the name of the society is being changed, have you checked that the society's name is available by conducting Register Searches at both www.societies.govt.nz and www.companies.govt.nz?
- YES Has this certification been completed by an officer of or a solicitor for the society?
- YES Is a copy of the rule alteration(s) attached? This can either be a complete copy of the updated rules with the alterations underlined or in bold type, or a copy of the particular rule(s) that were altered.
- YES Has the copy of the alteration to rules been signed by three members of the society?

What must be included in your rules?

Section 6 of the Incorporated Societies Act 1908 requires that a society's rules include the following:

- The name of the society (ending with the word Incorporated)
- The objects for which the society is established
- How people become members of the society and cease being members of the society
- How meetings of the society will be called and held and how voting will take place
- How officers of the society will be appointed
- Control and use of the common seal
- How the society's funds will be controlled and invested
- The powers (if any) that the society has to borrow money
- How any property of the society will be distributed in the event of the society being wound up
- How the rules of the society can be altered.

NPC # 07
19 AUG 2009

4. Your contact details

Name and postal address DR A.J. GRAY 375 GRAY'S ROAD R.D. 1, PORIRUA 5381	Email option
	Telephone 06-2331148



SEP RUL

Proposes Changes to the Pauatahanui Residents Association Rules of Incorporation as approved at the Annual General Meeting of the Association on 28th August 2009..

Existing Rule 3

3. Objects.

The objects of the Association shall be:

- a] To represent the interest of residents & ratepayers of Pauatahanui.*
- b] To encourage the formation of community groups & organizations.*
- c] To cooperate with other Resident Associations on wider issues involving local residents.*
- d. To do all such things as are incidental or conclusive to the attainment of the above objects.*

Proposed new Rule 3.

3. Objectives of the organization

a] To act as a voluntary organization supported by its members, to promote development beneficial to the whole community of Pauatahanui, [This includes Pauatahanui, Paekakariki Hill, & Judgeford; all adjacent rural localities of Porirua City] by organizing or participating in projects designed to:

- Maintain or improve the community & its environment for all residents, while preserving its rural character & scenery.**
- Promote the advancement of environmental protection or improvement to its rivers & waterways, with particular emphasis on the Pauatahanui Inlet.**
- Encourage residents to preserve and protect its flora and fauna.**
- Preserve, protect and record the unique history of the area, both Maori & European.**



b] To do all of the above in cooperation with existing or new organizations that are involved in each area.

c] To cooperate with other Resident Associations in the Porirua area on wider issues involving local residents.

d] To do all such things as are incidental or conclusive to the attainment of the above objects.

Existing Rule 26

26. Disposition of Surplus assets

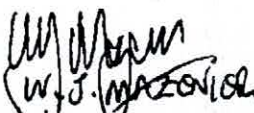


a] In the event of the Association being wound up & in the event that the Association in General Meeting or the Management Committee subject to any prior or subsequent direction of the Association in General Meeting shall not have passed resolutions directing the disposing of the assets in contemplation of the winding up [which powers are hereby vested in the Association in General Meeting & the Management Committee respectively], then the assets, after the payment of the Associations liabilities & expenses of winding up, shall be decided between the members in proportion to the subscriptions paid by the members immediately prior to the winding up.

b] Any meeting called for the purpose of considering a winding up resolution pursuant to section 24 of the Incorporated Societies Act 1908 [or any amendment or substitution therefore] shall have placed before it any resolution of the Management Committee made under paragraph a] of this Rule or any proposal or recommendation of the Management Committee relating to the disposition of the surplus assets of the association. The meeting may, notwithstanding anything contained in these Rules [including any requirement for notice of the business to be conducted at such meeting] & without further formality, revoke, reverse, alter or modify any such resolution made under paragraph a] of this Rule and/or may after considering any proposal or recommendation of the Management Committee, by resolution direct the disposal of the assets of the Association in such a manner as the meeting shall think fit.

Proposed new Rule 26

26. Disposition of Surplus assets

If any property remains after the winding up or dissolution of the Pauatahanui Residents Association, and the settlement of all its debts and liabilities; that property must be given or transferred to another organization that is charitable under New Zealand law and has purposes in the Pauatahanui Area similar to any of those listed in Section 3a. [Objectives of the organization].

Signed Name Date	 W. J. MAZENIER 8 AUGUST 2009	Position CHAIRMAN PAUATAHANUI RESIDENTS ASSOC.
Signed Name Date	 Janet Mazenier 16/8/09	Position Member, management committee, PRA
Signed Name Date	 ALAN GRAY 16/08/2009	Position SECRETARY PAUATAHANUI RESIDENTS ASSOCIATION



26 MAY 2008

The Incorporated Societies Act 1908
Application for

INCORPORATION OF A SOCIETY

(Section 7 (a))

*Please note that the information in this form should be either
typewritten or printed or neatly handwritten in block capitals
When completing this form, please refer to notes overleaf*

This form can be obtained from our website at [http //www companies govt nz](http://www.companies.govt.nz)

Name of Proposed Society	PAUATAHANUI RESIDENTS ASSN <i>Incorporated.</i>	Name Reservation Number	WN 1126163
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Proposed Address of Registered Office	Secretary MAS A DEUSS 462 Hill Road RD1 PORIRUA
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Postal Address to which Communications from the Registrar may be sent	C/- Gabrielle Deuss 462 Hill Road RD1 PORIRUA
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We, the several persons whose names are subscribed hereto, being members of the above-mentioned society, hereby make application for incorporation of the society under the rules accompanying this application, in accordance with the Incorporated Societies Act 1908

Presented by	Gabrielle M Deuss	Account No	-
Postal Address	RD1 PORIRUA	Telephone	04 2375085
		Facsimile	04 2375085

[Signature]

20 MAR 2008

NPC-RECTD
19 MAR 2008

The Incorporated Societies Act 1908
 Declaration of
**ADOPTION, ALTERATION
 OF RULES**
 (Section 7 (b) and 21)

Document Number _____

(For office use only)

Please note that the information on this form should be either typewritten printed, or neatly handwritten in block capitals
 When completing this form please refer to notes covering

SOCIETY
 Name

Pauatahanui Residents Association Incorporated

SOCIETY Number _____

I Gabriele Josephine Myra Deuss

462 Paekakariki Hill Road Pauatahanui R.D 1 Porirua

of _____

do solemnly and sincerely declare as follows _____

- 1 That I am a member of the ~~society~~ to the abovesaid society
 - 2 That annexed hereto and marked with the letter A are -
 - (a) the rules signed or sealed which have been adopted by the society a majority of whose members have consented to the application for incorporation. or
 - (b) ~~the alteration of rules of the society which alteration has been made in accordance with the provisions of the Act~~
 - 3 That the rules comply with section 6 of the Incorporated Societies Act 1908
- And I make the solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Oaths and Declaration Act 1957

Declared at 462 Paekakariki Hill Rd

this 14th) _____ 

day of MARCH)

in 2001 before me) Gerald F. Smith JP

A Substantive Justice of the Peace or other person authorized to take a Statutory Declaration

Presented by	Gabriele Deuss	Account No	_____
Postal Address	R D 1 Porirua New Zealand	Telephone	04 237 5085
		Facsimile	04 237 5085

*Delete whichever is not applicable

APPLICATION FOR INCORPORATION

Name of Proposed Society Pauatahanui Residents Association

APPLICANTS The following person are the applicants of the proposed society

APPLICANT		WITNESS	
1	Full Name <u>Richard Jungens Deuss</u> Residential Address <u>Hill Rd RDI PORIRUA</u> Occupation <u>SCIENTIST</u> Signature <u>[Signature]</u>	Full Name <u>Gabrielle Josephine Myra Deuss</u> Residential Address <u>Hill Rd RDI PORIRUA</u> Occupation <u>Self Employed</u> Signature <u>[Signature]</u>	
2	Full Name <u>Graham Phillip Reidy</u> Residential Address <u>Pakakariki Hill Road Porirua RDI</u> Occupation <u>Retired</u> Signature <u>[Signature]</u>	Full Name <u>Janet Eleanor Reidy</u> Residential Address <u>Pakakariki Hill Rd Porirua RDI</u> Occupation <u>Retired</u> Signature <u>[Signature]</u>	
3	Full Name <u>CATE ANNE SHERIDAN</u> Residential Address <u>1 BRADY RD PAUATAHANUI RDI PORIRUA</u> Occupation <u>IT MANAGER</u> Signature <u>[Signature]</u>	Full Name <u>Gabrielle Josephine Myra Deuss</u> Residential Address <u>RDI Hill Road PORIRUA</u> Occupation <u>Self employed</u> Signature <u>[Signature]</u>	
4	Full Name <u>GERALD CHARLES ATINSON</u> Residential Address <u>Hill Road RDI PORIRUA</u> Occupation <u>Marketing Director</u> Signature <u>[Signature]</u>	Full Name <u>Gabrielle Josephine Myra Deuss</u> Residential Address <u>Hill Road RDI PORIRUA</u> Occupation <u>Self employed</u> Signature <u>[Signature]</u>	
5	Full Name <u>Gabrielle Josephine Myra Deuss</u> Residential Address <u>Hill Rd Porirua RDI</u> Occupation <u>Retirement Consultant</u> Signature <u>[Signature]</u>	Full Name <u>Gabrielle Josephine Myra Deuss</u> Residential Address <u>Hill Road RDI PORIRUA</u> Occupation <u>Self employed</u> Signature <u>[Signature]</u>	
6	Full Name <u>ALAN JOHN DEMPSTER</u> Residential Address <u>MURPHY'S ROAD RDI PORIRUA</u> Occupation <u>CO DIRECTOR</u> Signature <u>[Signature]</u>	Full Name <u>Gabrielle Josephine Myra Deuss</u> Residential Address <u>Hill Road RDI PORIRUA</u> Occupation <u>Self Employed</u> Signature <u>[Signature]</u>	
7	Full Name <u>DONALD WALTER LOVE</u> Residential Address <u>MOONING ROAD RDI PORIRUA</u> Occupation <u>ELECTRICAL ENGINEER</u> Signature <u>[Signature]</u>	Full Name <u>Gabrielle Josephine Myra Deuss</u> Residential Address <u>Hill Rd RDI PORIRUA</u> Occupation <u>Self employed</u> Signature <u>[Signature]</u>	
8	Full Name <u>LINETTE PEARL WHARFE</u> Residential Address <u>MURPHY'S RD RDI PORIRUA</u> Occupation <u>CONSULTANT</u> Signature <u>[Signature]</u>	Full Name <u>Gabrielle Josephine Myra Deuss</u> Residential Address <u>Hill Rd RDI PORIRUA</u> Occupation <u>Self employed</u> Signature <u>[Signature]</u>	
9	Full Name <u>KAREE LINETTE FITZPATRICK</u> Residential Address <u>MURPHY'S ROAD RDI PAUATAHANUI</u> Occupation <u>PROPERTY INVESTMENT</u> Signature <u>[Signature]</u>	Full Name <u>Gabrielle Josephine Myra Deuss</u> Residential Address <u>Hill Road RDI PORIRUA</u> Occupation <u>Self employed</u> Signature <u>[Signature]</u>	
10	Full Name <u>RANDALL MAURICE SHAW</u> Residential Address <u>ELCHY'S ROAD PAUATAHANUI</u> Occupation <u>HOME STAY OPERATOR</u> Signature <u>[Signature]</u>	Full Name <u>Gabrielle Josephine Myra Deuss</u> Residential Address <u>Hill Road RDI PORIRUA</u> Occupation <u>Self employed</u> Signature <u>[Signature]</u>	
11	Full Name <u>LIONEL LESLIE PETER SHERIDAN</u> Residential Address <u>1 BRADY RD PAUATAHANUI RDI PORIRUA</u> Occupation <u>ECOMANAGER</u> Signature <u>[Signature]</u>	Full Name <u>Gabrielle Josephine Myra Deuss</u> Residential Address <u>Hill Road RDI PORIRUA</u> Occupation <u>Self employed</u> Signature <u>[Signature]</u>	
12	Full Name <u>CHRISTINE MARTORIS STANLEY</u> Residential Address <u>"BARRONSIDE" GRAYS ROAD, PAUATAHANUI RDI, PORIRUA</u> Occupation <u>FARMER</u> Signature <u>[Signature]</u>	Full Name <u>Gabrielle Josephine Myra Deuss</u> Residential Address <u>Hill Road RDI PORIRUA</u> Occupation <u>Self employed</u> Signature <u>[Signature]</u>	
13	Full Name <u>JAMES SAMUEL DEARSLY</u> Residential Address <u>"LEACROFT" 169 PAUATAHANUI HILL ROAD PORIRUA</u> Occupation <u>RETIRED</u> Signature <u>[Signature]</u>	Full Name <u>Gabrielle Josephine Myra Deuss</u> Residential Address <u>Hill Road RDI PORIRUA</u> Occupation <u>Self employed</u> Signature <u>[Signature]</u>	
14	Full Name <u>Anne Helen Lunn</u> Residential Address <u>Anastford</u> Occupation <u>ASSET REGISTRAR</u> Signature <u>[Signature]</u>	Full Name <u>David Lunn</u> Residential Address <u>Anastford RDI Porirua</u> Occupation <u>Scientist</u> Signature <u>[Signature]</u>	
15	Full Name <u>Carol Deuss</u> Residential Address <u>Orakekopa Farm RDI PORIRUA</u> Occupation <u>Home Office</u> Signature <u>[Signature]</u>	Full Name <u>Gabrielle ST Deuss</u> Residential Address <u>162 Hill Rd RDI PORIRUA</u> Occupation <u>Self employed</u> Signature <u>[Signature]</u>	

Date this 21st day of February Year 2021 A person who is an applicant cannot be witness to other applicants

APPLICATION FOR INCORPORATION

Name of Proposed Society Pavatahanui Residents Association

APPLICANTS. The following person are the applicants of the proposed society

APPLICANT		WITNESS*	
1	Full Name <u>Edward James Naisie</u> Residential Address <u>PO Box 1001 POGESMONT</u> Occupation <u>BULLOCK</u> Signature <u>[Signature]</u>	Full Name <u>Gabriele Josephine Hysa Deuts</u> Residential Address <u>PO Box 1001 POGESMONT</u> Occupation <u>Self Employed</u> Signature <u>[Signature]</u>	
2	Full Name _____ Residential Address _____ Occupation _____ Signature _____	Full Name _____ Residential Address _____ Occupation _____ Signature _____	
3	Full Name _____ Residential Address _____ Occupation _____ Signature _____	Full Name _____ Residential Address _____ Occupation _____ Signature _____	
4	Full Name _____ Residential Address _____ Occupation _____ Signature _____	Full Name _____ Residential Address _____ Occupation _____ Signature _____	
5	Full Name _____ Residential Address _____ Occupation _____ Signature _____	Full Name _____ Residential Address _____ Occupation _____ Signature _____	
6	Full Name _____ Residential Address _____ Occupation _____ Signature _____	Full Name _____ Residential Address _____ Occupation _____ Signature _____	
7	Full Name _____ Residential Address _____ Occupation _____ Signature _____	Full Name _____ Residential Address _____ Occupation _____ Signature _____	
8	Full Name _____ Residential Address _____ Occupation _____ Signature _____	Full Name _____ Residential Address _____ Occupation _____ Signature _____	
9	Full Name _____ Residential Address _____ Occupation _____ Signature _____	Full Name _____ Residential Address _____ Occupation _____ Signature _____	
10	Full Name _____ Residential Address _____ Occupation _____ Signature _____	Full Name _____ Residential Address _____ Occupation _____ Signature _____	
11	Full Name _____ Residential Address _____ Occupation _____ Signature _____	Full Name _____ Residential Address _____ Occupation _____ Signature _____	
12	Full Name _____ Residential Address _____ Occupation _____ Signature _____	Full Name _____ Residential Address _____ Occupation _____ Signature _____	
13	Full Name _____ Residential Address _____ Occupation _____ Signature _____	Full Name _____ Residential Address _____ Occupation _____ Signature _____	
14	Full Name _____ Residential Address _____ Occupation _____ Signature _____	Full Name _____ Residential Address _____ Occupation _____ Signature _____	
15	Full Name _____ Residential Address _____ Occupation _____ Signature _____	Full Name _____ Residential Address _____ Occupation _____ Signature _____	

Dated this 14th day of April 2011 Year _____ *A person who is an applicant cannot be witness to other applicants

RULES OF PAUATAHANUI RESIDENTS ASSOCIATION INCORPORATED

1 NAME

The name of the Society shall be PAUATAHANUI RESIDENTS ASSOCIATION
INCORPORATED (hereinafter referred to as 'the Association')

2 INTERPRETATION

In these rules unless the context requires a different interpretation

APPOINTED means appointed to office whether by election or otherwise and appointment has a corresponding meaning

MEMBER means a natural person or corporate body admitted to membership of the Association in accordance with Rule 5

MANAGEMENT COMMITTEE means the executive body of the Association appointed in accordance with Rule 6

COMMITTEE MEMBER means a member of the Management Committee appointed from time to time in accordance with these Rules

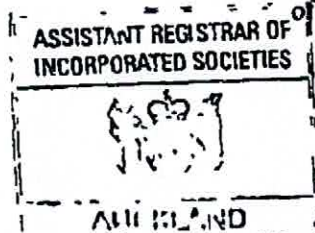
RESIDENT means any natural person aged over 16 years or corporate body that owns land or resides in Pauatahanui

PAUATAHANUI means that area of Porirua City surrounded by the boundaries of Whitby, Hutt City, Upper Hutt, Kapiti District, Pukerua Bay, Plimmerton and Camberne

3 OBJECTS

The objects of the Association shall be

- a) To represent the interests of residents and ratepayers of Pauatahanui
- b) To encourage formation of community groups and organisations
- c) To co-operate with other Residents Associations on wider issues involving Pauatahanui residents
- d) To do all such things as are incidental or conducive to the attainment of the above objects



4 POWERS

Incidental or conducive to the carrying out of all of the above objects the Association shall have the following powers

- a) To purchase take on lease or exchange, hire or otherwise acquire any real or personal property and any rights or privileges which the Association may think necessary or convenient
- b) To fund its activities by subscriptions fees income, grants gifts or any other lawful means including the granting of any right or privilege
- c) To borrow raise or secure the payment of money in such a manner as the Association shall think fit with or without security
- d) To invest, lend, advance, and deal with the moneys of the Association not immediately required in such investments as the Association may think fit
- e) To appoint, remove or suspend any employees of the Association and direct and control them and fix their remuneration
- f) To make, adopt, vary and publish rules, by laws and regulations dealing with any of the matters comprised in the above mentioned objects and take all such steps as shall be deemed necessary or advisable for enforcing such rules, regulations by laws and conditions
- g) To receive or take any gifts of money or property for any of the purposes and objects of the Association whether subject to any special trusts or not, and whether as sole trustee or not, with the exception that the Management Committee may decline to accept any gift or donations or take over or hold any property which has annexed to it any condition or obligation not approved by the Management Committee
- h) To make draw accept, discount and execute any promissory notes, bills of exchange debentures or other negotiable instruments
- i) To subscribe to, become a member of and co-operate with any other society whether incorporated or not whose objects are altogether or in part similar to those of the Association and to procure from and communicate to such society such information as may be to forward the objects of the Association
- j) To provide services for and assistance to any other persons or groups whether incorporated or not whose objects are altogether or in part similar to those of the Association

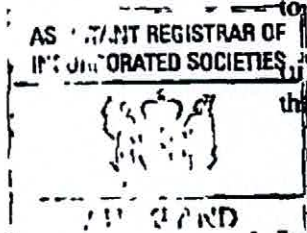


To acquire or subscribe for shares or other equity securities in any company or other incorporated body

- l) To enter into any contract make any arrangements or undertake any activity for the financial or other benefit of the Association
- m) To do all such other acts and things as are incidental or conducive to the attainment of the objects of the Association

5 MEMBERSHIP

- a) Membership of the Society may consist of
 - (i) Individual Members
 - (ii) Corporate Members
 - (iii) Associate Members
 - (iv) Life Members
- b) Any person over the age of 16 resident in and or a ratepayer of Pauatahanui
- c) Corporate Members shall be Ratepayers
- d) Admittance to any category of membership shall be subject to acceptance by the Management Committee and upon payment of the appropriate subscription. Members in each category of membership shall have rights and privileges and shall pay subscriptions in accordance with these Rules. In the case of an associate member the rights and privileges and the subscription payable shall be as determined from time to time by the Management Committee
- e) Any member may resign from membership by giving the Association notice in writing to that effect, and every such notice shall, unless otherwise expressed take effect one month after the giving of that notice but shall not in any case release the member from payment of any subscription, fees or other payments owing to the Association at the time of resignation
- f) The Management Committee shall have the power by resolution to terminate or suspend for any specified period the membership of any member if it is of the opinion that the member has acted in a manner prejudicial to the interests of, or in breach of the rules of the Association
- g) (i) Notwithstanding anything to the contrary in these Rules an Annual or Special General Meeting may by resolution, upon the recommendation of the Management Committee, elect to life membership any person who has given outstanding and lengthy service to the Association or to Pauatahanui



A life member may attend without fee a General Meeting of the Society and shall be accorded such speaking rights as the

chairperson of the meeting shall allow but shall not in his or her capacity as a life member be entitled to exercise any other rights conferred by the rules upon members of the Association

6 CONSTITUTION AND APPOINTMENT OF MANAGEMENT COMMITTEE

- a) A Management Committee of up to 9 members shall be elected at each Annual General Meeting and shall consist of
- (i) a Chairperson
 - (ii) a Secretary
 - (iii) a Treasurer and
 - (iv) up to 6 committee members (one of whom may be appointed from time to time by the Management Committee as Deputy-Chairperson)
- b) Every person who is a financial member of the Society under Rule 5 shall be qualified for appointment to the Management Committee. No person who has been a member for less than one year shall be appointed Chairperson
- c) Should the Annual General Meeting not elect a full Management Committee the Management Committee may subsequently by resolution co-opt any member(s) to fill the vacant position(s)
-
- d) Should a ballot be necessary for a particular office or to determine the committee members then a secret ballot shall be held and the votes counted by two scrutineers appointed by the meeting for that purpose. The scrutineers' declaration of the election shall be final and the person(s) elected shall be deemed appointed for the purpose of this rule
- e) The persons elected or appointed to the Management Committee shall assume office at the conclusion of the meeting at which they are appointed

7 VACANCIES

- a) Should any member of the Management Committee
- (i) resign from the Management Committee by giving written notice to that effect to the Association, or
 - (ii) cease to be a member of the Association

his or her position shall immediately become vacant

ASSISTANT REGISTRAR OF
INCORPORATED SOCIETIES



Should any member of the Management Committee be absent for three consecutive meetings of that Committee without leave of absence

granted by the Committee then that Committee may declare his or her position vacant

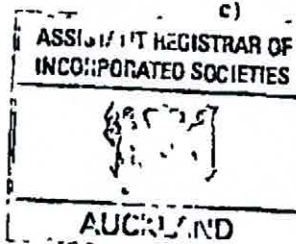
- c) Subject to Rule 6 hereof in the event of any position on the Management Committee becoming vacant, the Secretary shall forthwith give written notice to all other members of that Committee and that Committee may appoint a person to that vacancy
- d) Any person appointed under paragraph (c) of the Rule shall hold office only for the unexpired portion the term of office of his or her predecessor
- e) The Management Committee may continue to act notwithstanding any vacancy in their numbers, but if and so long as their number is reduced below 4 the continuing members of the Management Committee may act for the purpose of increasing the number of members of the Management Committee without meeting the quorum provision

8 POWERS OF THE MANAGEMENT COMMITTEE

The Management Committee shall have and exercise the sole control, discretion and management of the Association subject only to any limitations imposed by these rules or directions given by an Annual General Meeting of Members

9 ANNUAL GENERAL MEETING

- a) An Annual General Meeting of Members shall be held before the 31st of August in each year at such time and place as shall be fixed by a previous Annual General Meeting or by the Management Committee
- b) The business of the Annual General Meeting shall be to
 - (i) Confirm the minutes of the previous Annual General Meeting
 - (ii) Receive the Annual Report and Financial Statements of the Society for the preceding financial year
 - (iii) Elect the Management Committee
 - (iv) If the meeting so wishes, make recommendations to the Management Committee on the level of subscription for the following financial year
 - (v) Transact any other business of which notice has been given or which is the subject of a recommendation of the previous Management Committee
 - (vi) Consider any other general business raised at the meeting providing that no decision or recommendations from the meeting shall be binding on the Management Committee unless it is the unanimous decision of the meeting.
- c) Not later than 14 days before the date of the annual General Meeting notice of the business to be considered together with all reports and statements referred to in paragraph (b) of this rule shall be given to each member



10 SPECIAL GENERAL MEETING

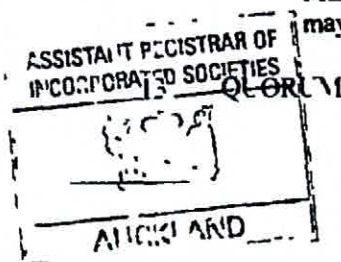
The Management Committee or a third of financial voting members may call a Special General Meeting of the Association at any time provided that 14 days notice of the venue and the business to be considered has been given to each member

11 VOTING AT ANNUAL GENERAL MEETINGS

- a) At any Annual or Special General Meeting every member present shall be entitled to one vote providing that
- (i) A Corporate Member may nominate one person to exercise his vote
 - (ii) Associate Members shall only be entitled to vote if so determined by the Management committee at the time of admittance and
 - (iii) No member whose subscription is in arrears shall be entitled to vote until the arrears are paid
- b) Voting will be by voice or by show of hands as determined by the Chairperson. If requested by not less than two members or because of the nature of the vote the Chairperson so decides, a ballot shall be held
- c) Subject to Rule 24 resolutions shall be carried by a simple majority of votes cast
- d) In the event of an equality of votes (whether by ballot or otherwise) the Chairperson shall have a second or casting vote

12 CHAIRPERSON

- a) The Chairperson shall preside at the Annual or any General Meeting of the Association. In the absence of the Chairperson or Deputy Chairperson the meeting shall by resolution appoint a Chairperson and the secretary shall preside at the meeting for the purpose of making such an appointment
- b) The Chairperson shall have power to propose or second any motion
- c) Only the Chairperson or a member directly authorized by the Management Committee or legal counsel appointed by that Committee may speak for the Association



- a) At any Annual or Special General Meeting a quorum shall consist of 15 financial members entitled to vote or one quarter of the financial membership eligible to vote whichever is the lesser
- b) If a quorum is not present within one hour of the time fixed for the meetings or if the meeting shall cease to have a quorum for any period of more than one hour such meeting shall lapse

14 CONDUCT OF MEETINGS

Subject to the requirement of these rules the Annual or any Special General Meeting shall by resolution be entitled to fix rules of debate and for the conduct of the meeting as the case may be Subject to any such resolution the ruling of the Chairperson on any point of order shall be final and conclusive

15 MANAGEMENT COMMITTEE MEETINGS AND PROCEDURES

Meetings of the Management Committee shall be held at such times and places as shall be fixed by it in accordance with the following provisions

- a) The Chairperson or a majority of the Management Committee shall have power to call meetings by giving written notice to that effect to the Secretary by resolution at a meeting of the Committee
- b) Unless the Committee otherwise resolves the Secretary shall give each Committee member at least three days notice of meetings and shall before each meeting forward to Committee members details of business to be transacted, provided however that the Committee may deal with such other business as it shall determine
- c) The Chairperson shall preside at all Management Committee meetings and if absent the Deputy Chairperson If both Chairperson and Deputy Chairperson are absent then the meeting shall appoint a Chairperson
- d) Each Management Committee member present at any meeting of the Committee shall be entitled to one vote provided that in the event of an equality of votes the Chairperson of the meeting shall be entitled to exercise a second or casting vote
- e) At any meeting of the Management Committee a quorum shall consist of three members then in office
- f) If a quorum is not present within one hour of the time fixed for a meeting or if the meeting shall cease to have a quorum for any period of more than one hour such meeting shall lapse

16 OTHER COMMITTEES

STATUTE BOOK OF
INCORPORATED SOCIETIES

1973

WILLOW

- a) The Management Committee may appoint from its members, such committees for general or special purposes and may delegate any of its powers to such sub-committees
- b) Every sub-committee appointed pursuant to paragraph a) of this Rule shall report to the Management Committee and except in cases where such sub-committee shall have been appointed under paragraph a) of this Rule with power to act in relation to any matter its report presented by the Chairperson or by a member of the sub-committee shall be adopted by the Management Committee before any action is taken in respect of that matter
- c) The Management Committee may from time to time co-opt to and in like manner discharge from any sub-committee appointed under paragraph a) of this Rule any person
- d) The Management Committee can at all times discharge any sub-committee and revoke any delegation
- e) Subject to the foregoing provisions of this rule each sub-committee may regulate its own procedure

17 FINANCIAL YEAR

The financial year of the Association shall commence on the first day of April each year and close on the 31st day of March in the following year

18 SUBSCRIPTIONS

- a) The Management Committee may from time to time by resolution prescribe the subscriptions, fees or other payments annual or otherwise to be paid by members and subject to paragraph (c) of this rule the time and manner of payment of any such subscriptions fees or payments
- b) Any such resolution may prescribe different subscriptions fees or other payments for different members or classes of members, and provide for the exemption of any member or class of member from any subscription, fee or other payment
- c) Subscriptions shall be payable in the month of April of the financial year in which they fall due
- d) In determining the level of subscriptions, the Management Committee shall have regard to, but shall not be bound by any recommendations of the previous Annual General Meeting

19 CONTROL AND USE OF FUNDS

ASSISTANT REGISTRAR OF
INCORPORATED COMPANIES
All money received by or on behalf of the Association shall forthwith be banked in suitable bank accounts in the name of the Association (or in the case of a trust

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account, in such name as clearly identifies the trust) and all cheques or other payments on such accounts shall be signed by not less than two signatories from a list of signatories approved by the Management Committee (or by the trustees as the case may be) from time to time and shall be passed for payment of confirmed by the Management Committee (or as the case may be by the trustees)

20 INCOME AND PROPERTY

Subject to Rule 27 the income and property of the Association shall be applied towards the promotion of its objects and no portion shall be paid or transferred directly or indirectly to any member provided that the Association may in good faith pay to an officer or employee or committee or sub-committee member of the Association or to any member or any other body corporation or person any or all of the following as may be decided from time to time by the Management Committee

- a) Remuneration for services rendered or payment for goods supplied.
- b) Honoraria and annual daily and incidental allowances and out of pocket expenses (including travel and accommodation allowances) incurred in any manner in the reasonable and proper conduct of the affairs of the Association

21 AUDITOR

An auditor shall be appointed to audit the books and accounts of the Association and certify as to the correctness of the annual Statement of Accounts

22 COMMON SEAL

- a) The Association shall adopt a common seal which shall be kept under the control and in the custody of the Secretary
- b) Any two members of the Management Committee shall attest the execution under seal of documents to be executed by the Secretary
- c) The Common Seal shall be affixed pursuant to a resolution of the Management Committee or of the Association in General Meeting

23 ALTERATION OF RULES

- a) These rules may be altered added to, rescinded or otherwise amended by resolution at any Annual General Meeting or Special General Meeting of the Association provided that no alteration, addition rescission or other amendment shall have effect unless passed by a two thirds majority of valid votes cast

b) Notice of every proposed alteration addition, rescission or other amendment proposed to be moved at an Annual or Special General Meeting shall be given by a member or by the Chairperson or his/her



nominee at the direction of the Management Committee to the Secretary not later than thirty days before the date of the relevant meeting

- c) Any notice to be given under paragraph b) of this Rule shall indicate clearly the nature of the proposed alteration, addition, rescission or other amendment provided that the relevant meetings shall have the power to amend by simple majority any motion of which the required notice has been given
- d) Copies of every such proposed alteration, addition, rescission or amendment duly received by the Secretary shall be forwarded to all members not later than 7 days before the date fixed for the Annual or Special General Meeting
- e) Duplicate copies of any such alteration, addition, rescission or amendment adopted in accordance with this Rule shall forthwith be delivered to the Registrar of Incorporated Societies in accordance with the requirements of the Incorporated Societies Act 1908 and shall take effect as from the date of registration

24 NOTICE

- a) Where any provision in these rules requires the giving of Notice to the Association or Secretary or Chairperson any such Notice shall not take effect until the Notice, with such formality as may be required in the particular case has been either received in the hands of the Chairperson or Secretary or nominee or received at the registered office of the Association as the case may be
- b) In any provision in these rules requiring the giving of Notice to members such Notice shall be deemed to have been given 3 days after being posted to the usual postal address of the member

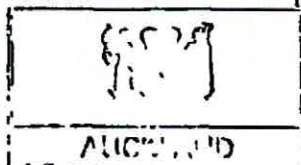
25 DISSOLUTION

The Society may be voluntarily wound up in accordance with Section 24 of the Incorporated Societies Act 1908

26 DISPOSITION OF SURPLUS ASSETS

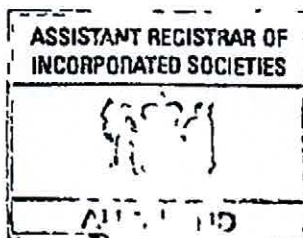
- a) In the event of the Association being wound up and in the event that the Association in General Meeting or the Management Committee subject to any prior or subsequent direction of the Association in General Meeting shall not have passed resolutions directing the disposing of the assets in contemplation of the winding up (which powers are hereby vested in the Association in General Meeting and the Management Committee respectively), then the assets after the payment of the Association's liabilities and expenses of winding up, shall be decided between the

ASSISTANT REGISTRAR OF
INCORPORATED SOCIETIES



members in proportion to the subscriptions paid by the members immediately prior to the winding up

- b) Any meeting called for the purpose of considering a winding up resolution pursuant to Section 24 of the Incorporated Societies Act 1908 (or any statutory provision passed in amendment or substitution therefore) shall have placed before it any resolution of the Management Committee made under paragraph a) of this Rule or any proposal or recommendation of the Management Committee relating to the disposition of the surplus assets of the Association. The meeting may notwithstanding anything contained in these Rules (including any requirement for notice of the business to be conducted at such meeting) and without further formality revoke, reverse, alter or modify any such resolution made under paragraph a) of this Rule, and or may after considering any proposal or recommendation of the Management Committee, by resolution direct the disposal of the assets of the Association in such manner as the meeting shall think fit



Incorporated this 19
day of March 2001.

J. R. Sellick J. R. SELLICK 11
Assistant Registrar of Incorporated Societies