

# *The Constitution of Queens Court*

## **Preamble**

We, the tenants of Flat 15 have come together to live in peace. We recognise that each of us is free to live our lives howsoever we see fit. We also recognise that this freedom comes with the responsibility to ensure that others are able to exercise their freedom. We recognise that the freedom of an individual does not outweigh that individual's responsibility to others, and vice-versa.

In pursuit of harmony in light of our responsibility to each other, we choose to set out rules by which we will share our living space in this constitution and agree to abide by them. The purpose of these rules is not to burden, put up obstacles, or institute strict control. Rather, they are to facilitate the fair and smooth running of the household and ultimately to engender an atmosphere of pleasant co-operation.

## **1 The Secretary**

This constitution defines various duties and responsibilities of the Secretary. These duties generally apply to administration of the household in general and the constitution in particular.

The Secretary is a role that is taken on by one of the tenants. They must fulfill the duties to the best of their ability and in a timely fashion. The tenant that is given the role of Secretary must be agreed by all tenants. The Secretary must serve for a term of at least four months. After this time, they are free to step down. After stepping down, the tenant is free to refuse to serve for up to three terms.

## **2 Bills**

The household requires services provided by third parties in order to satisfy the needs of the group. One of the reasons for sharing living space with others is that the cost of these services is also shared. However, money is always a contentious issue and so we put forth very specific rules for dealing with it.

### **2.1 Payment**

Each tenant must pay their share of bills. The share of each bill will be distributed equally among the tenants. Each bill will have one tenant designated as being responsible for it and each tenant must be designated as being responsible for at least one bill. The tenant responsible for a bill is

the groups' liason with the third party that provides the billed service. They should handle all communication and must settle bills from their own funds.

After settling a bill, the responsible tenant must notify each other tenant that the bill has been settled and of the amount paid. Evidence of payment may be requested and must be provided by the responsible tenant within one week. Following either notification or the provision of payment evidence, whichever is later, tenants must pay their equal share of the bill to the responsible tenant within thirty days.

## 2.2 Rent

Rent is a special bill and treated differently to bills for third-party services. Rent is not paid for in equal shares but according to which room a tenant resides in. Each room has a designated share of the rent, as detailed in the table below. Tenants must present their share of the rent by the date on which it is due, as dictated by the landlord.

<i>Room</i>	<i>Share of rent</i>
South side, next to front door	£2,000,000
South side, opposite bathroom	£1,000,000
End room, next to kitchen	£1,000,000
North side, next to front door	£325

## 3 Chores

The household requires work in order to maintain a clean, functional environment. These chores are rarely enjoyed and often avoided. In order to prevent a messy environment and disputes over responsibilities, we put forth rules to ensure clarity over who is responsible for what work and when.

While each tenant is free to upkeep their room however they see fit, it is expected that a certain level of cleanliness will be observed so that others in the flat do not have to suffer unwelcome odours and such.

Communal areas require work to be shared amongst tenants. In order to facilitate this, the group must compile and agree to a definitive list of chores that must be done, along with the frequency at which they should be repeated. A rota must be compiled and agreed by the group.

The rota will dictate an ordering of tenants who must take consecutive responsibility for individual chores. To begin with, each chore will have a tenant assigned to it in round-robin style with tenants being assigned in the same order as the rota.

The Secretary will maintain the rota and keep a record of the completion of duties. After tenants have completed a chore, they must notify the Secretary. The Secretary will ensure that both a copy of the rota and upcoming duties are displayed clearly in a communal area.

## **4 Personal conflicts**

## **5 Meetings**

When big decisions or issues arise that affect all tenants, proper care and attention should be given to them to ensure that views are expressed clearly, that there are no misunderstandings and to ensure that a reasonable consensus is reached. In order to facilitate a forum appropriate to such matters, formal meetings can be called by tenants. It is recognised, however, that tenants inevitably lead busy lives and so their time should not be called on frivolously.

A meeting can be called by any tenant who is sponsored by at least one other tenant. The caller must notify each tenant that they are calling a meeting, of who is sponsoring their call for it, and why they are calling it. After a meeting has been called, tenants must agree to devote an evening within one week to the meeting.

A meeting is quorate with three quarters of the total number of resident tenants. Decisions made at a meeting are binding to all tenants. The tenant who called the meeting should chair it. The Secretary will take minutes. After the meeting, the Secretary must distribute copies of minutes to all tenants.

## **6 Amendments**

As the requirements of the tenants and the flat change and also as it might become clear that parts of this constitution do not accurately reflect attitudes within the flat, this constitution should be amended.

Amendments to this constitution can only be made at a formal meeting (see section 5.) An amendment can only be enacted by a vote carrying a majority of at least three quarters in favour. After an amendment has been enacted, copies of both the amendment and the new constitution in its entirety must be distributed by the Secretary.

## **7 Punitive resolutions**

This constitution defines responsibilities of tenants. Specifically, the word “must” is used where a responsibility is defined. If tenants do not fulfill their responsibilities, the freedom of other tenants is threatened. For this reason, there must be a cost for failing to do so.

## **8 Eviction**

While we recognise that most people can live together in harmony and resolve disputes reasonably, there will inevitably be cases where this is not so. In the event that tenants simply cannot get along, or in the case of continued and flagrant disregarding of the responsibilities both spelled out in this constitution and not, some recourse should be available to those that suffer. Conversely, tenants should be protected against minority influences trying to evict them unfairly.

Eviction is a final punitive resolution. In order for a tenant to be evicted, they must have been the subject of at least four punitive resolutions within the preceding three months. Eviction must be

decided at a formal meeting (see section 5.)

If it is decided that a tenant is to be evicted then that tenant must find alternative accomodation within sixty days. Failure to comply with this stipulation would show that they are no longer displaying reasonable behaviour and hence the situation cannot be catered for by this constitution. Legal proceedings would likely be the next step.

## 9 Signatures

We, the undersigned, have read and fully understand this constitution and agree to abide by it, both technically and in spirit.

	Tenant	Tenant	Tenant	Tenant	Witness
Name					
Signature					
Date					