

# **CONSTITUTION FOR THE ST IVES TWINNING ASSOCIATION**

## **1. NAME OF THE ASSOCIATION**

The name of the Association shall be the Saint Ives Twinning Association.

## **2. AIMS OF THE ASSOCIATION**

- a) To honour the ideals laid down in the Twinning Charter signed in the towns of Saint Ives and Stadtallendorf.
- b) To promote and foster friendship and understanding between the people of St Ives and district and those of Stadtallendorf and district in Germany and those of other towns with which the Association may later form links.
- c) To encourage visits by individuals and groups to and from linked towns, particularly by children and young people, and the development of personal contacts and by so doing to broaden the mutual understanding of the cultural, recreational, educational and commercial activities of the linked towns.
- d) To organise fund-raising activities to foster the aims of the Association

## **3. MEMBERSHIP**

All persons or organisations in sympathy with the aims of the Association who live in St Ives and surrounding area shall be deemed members unless a subscription is required. There shall be two categories of membership, individual and club/organisation.

## **4. COMMITTEE**

The affairs of the Association shall be conducted by the Management Committee, consisting of at least ten members, one of whom shall be, ex-officio, the Mayor, two others to be nominated by St Ives Town Council and the remaining members to be elected by the Association, being broadly representative of organisations, associations, clubs and individuals in St Ives and District.

- a) The committee shall have the power to co-opt and co-opted members shall have the right to vote
- b) The quorum shall be five

c) The committee shall have the power to set up sub-committees

## **5. ELECTION OF COMMITTEE**

The town Mayor shall be President of the Association and will preside at the Annual General Meeting and Special General Meetings.

The committee shall be elected at the Annual General Meeting of the Association. The association shall appoint a Chairman, Honorary Secretary, Honorary treasurer and such other officers as it seems necessary, including an Honorary Auditor

## **6 OFFICERS**

The President, the Chairman of the Management Committee, the Honorary Secretary and the Honorary Treasurer shall be ex-officio members of all sub-committees.

## **7 THE MANAGEMENT COMMITTEE**

The Management Committee shall call an Annual General Meeting of the Association between 1st January and 31st March of each year.

Notification of which shall be made at least 14 days in advance by advertising the meeting in a local paper and by the display of notices on public boards

## **8 VOTING AT THE ANNUAL GENERAL MEETING**

- a) Only members present at the meeting shall be entitled to vote
- b) Each individual member shall be entitled to one vote and any organisation/club represented at the A.G.M. shall have a maximum of three votes, provided that three members of the club/organisation are present at the meeting. The Chairman shall have a casting vote.

## **9. SPECIAL GENERAL MEETING**

A Special General Meeting of the Association may be called at any time on a written request signed by at least twelve members of the Association and delivered to the Honorary Secretary, containing details of the matter to be discussed. At least twenty-eight days' notice must be given.

## **10. ACCOUNTS**

Audited accounts to 31 December of each year shall be submitted to each Annual General Meeting. A copy shall also be sent to the Town Clerk.

## **11. MONEY**

All monies received on behalf of the Association shall be kept in safe custody by the Honorary Treasurer and all cheques drawn on the Association's account shall be signed by any two of the Chairman, Honorary Treasurer or Honorary Secretary.

Grants and Bursaries are available to further the aims of the Association. Amounts and availability will be decided by the committee upon receipt of a written application.

## **12. SUBSCRIPTIONS**

All subscriptions shall be determined at the Annual General Meeting and be payable within two months thereof.

## **13. AMENDMENTS TO THE CONSTITUTION**

Amendments to the Constitution shall only be made at the Annual General Meeting or a Special General Meeting. Notice of the proposed amendment shall be given in writing to the Honorary Secretary at least twenty one days before the meeting and details shall be given in notice convening the meeting. No such amendment shall be carried out unless not less than two-thirds of the members present and voting at the meeting vote in its favour. The quorum at the Annual general Meeting or a Special General Meeting shall be twelve.

## **14. DISSOLUTION OF THE ASSOCIATION**

In the event of the dissolution of the Association, all surplus funds shall be transferred to such charity or charities as the Committee shall in its absolute discretion decide.