

CONSTITUTION

A NAME

The group's name is RAGLAN TWINNING ASSOCIATION

B THE PURPOSES OF THE GROUP ARE :-

To enhance the opportunities for the people of Raglan and the surrounding area to further mutual understanding of and respect for their opposite numbers in Parc -sur-Sarthe on cultural, educational, economic, sporting and community issues.

C CARRYING OUT THE PURPOSES

In order to carry out the purposes, the Committee has the power to : -

- (1) raise funds, receive grants and donations
- (2) buy or sell property, take on leases and employ staff
- (3) co-operate with and support other groups with similar purposes
- (4) do anything else within the law which is necessary to achieve the purposes

D MEMBERSHIP

Membership shall be open to individuals and organisations paying an annual subscription that shall be decided by the association.

The number of members of the Association shall be unlimited

The Committee may expel someone from membership, provided it is in the best interest of the group to do so, and they are given the right to be heard by the Committee before the decision is made. They can be accompanied by a friend.

E ANNUAL GENERAL MEETING - AGM

- (1) The AGM must be held every year in February, with 14 days notice given.
- (2) There must be at least 10 members present at the AGM.
- (3) The Committee shall present the annual report and accounts.
- (4) Any member may put themselves forward for election as a Committee member at the AGM.
- (5) Every member has one vote.
- (6) Members shall elect between 3 and 10 members to the Committee. One member of the committee to be appointed from Raglan Community Council. Committee members will retire at the next AGM and may stand for re-election.

F COMMITTEE

- (1) The Committee shall hold at least 3 meetings each year. They will elect a chair, treasurer and secretary at their first meeting.
- (2) At least 3 Committee members must be at a committee meeting to be able to take decisions. Minutes shall be kept for every meeting.

- (3) The Committee must keep accounts which may be viewed by any member on request.
- (4) During the year, the Committee may appoint up to 2 extra members on to the Committee who will stand down at the next AGM but are eligible for re-election.
- (5) The Committee may make reasonable additional rules for the proper conduct and management of the group. These rules must not conflict with this constitution or the law.

G MONEY

- (1) Funds must be held in the group's bank account. All cheques must be signed by 2 of 3 nominated Committee members.
- (2) Funds cannot be used to pay Committee members except to refund legitimate expenses.
- (3) Funds and property must only be used for the purposes of the group.

H SPECIAL GENERAL MEETINGS

Special General Meetings may be called by the Committee for the following reasons. All members must be given 14 days notice and told what change is proposed.

- (1) **Changing the Constitution** - The constitution may be changed by a two thirds majority of members present and voting at a Special General Meeting.
- (2) **Emergency Special General Meetings** – to allow the members to decide on important issues.
- (3) **Winding up** – the group may be wound up by a two thirds majority of members present and voting at a Special General Meeting. Any money or property remaining after payment of debts must be given to a group with similar (charitable) purposes.

J SETTING UP THE GROUP

This constitution was adopted on 12th March 2009 by the people whose signatures appear below. They will be the Committee until the first AGM, which must be held within one year of this date.

Signed

Print name and address
