



## *Great Yarmouth and Rambouillet Twinning Association*

### **CONSTITUTION (AMENDED 2012)**

#### **1. NAME**

The name of the Association shall be the Great Yarmouth and Rambouillet Twinning Association.

#### **2. OBJECTS**

The object of the Association shall be to work with the Borough Council to fulfil the aims of the Twinning Charter signed on the 28th October 1956 by the Mayors of Great Yarmouth and Rambouillet; which were the "furthering and developing linguistic, cultural, touristic, economic and social exchanges between the inhabitants of their two towns" in the hope that such exchanges "will lead to a true understanding of each others problems, to a practical knowledge of the spoken languages of each other and to a mutual tolerance and respect ...".

#### **3. MEMBERSHIP**

The membership of the Association shall be open to any individuals residing or having resided or working or having worked within the Borough of Great Yarmouth and to any organisation within the Borough, subject to any subscription which may from time to time be agreed.

#### **4. PRESIDENT OF THE ASSOCIATION**

The President of the Association shall be the person who at the time to occupies the office of Mayor of the Borough of Great Yarmouth.

#### **5. EXECUTIVE COMMITTEE**

The functions of the Association in the pursuance of its objects shall be vested in an Executive Committee comprising twelve members.

The membership of the Executive Committee shall be as follows;

- I. the Chairman of the Association
- II. the Vice-Chairman of the Association
- III. three members of Great Yarmouth Borough Council to be appointed by said Council
- IV. the Treasurer of the Association
- V. the Secretary of the Association
- VI. the Social Secretary of the Association
- VII. the Publicity Officer of the Association
- VIII. four members to be elected by, and drawn from, the general membership of the Association.

The Executive Committee shall have the power to co-opt from time to time such persons as they deem necessary in a non-voting capacity. In co-opting members the Executive Committee shall have regard to the desirability of involving a wide range of bodies and organisations with Twinning links in the work of the Association.

The Executive Committee shall have the power to appoint such Sub-Committee(s), comprising members of the Executive Committee and/or ordinary members of the Association, to undertake on its behalf such aspects of the Committee's functions as it may from time to time consider desirable.

The Executive Committee (Chairman) shall present a report to the Annual General Meeting.

## **6. MEETINGS, APPOINTMENTS AND PERIODS OF OFFICE**

An Annual General Meeting and at least one other General Meeting of the Association shall be held each year.

The Annual General Meeting shall be held during the month of September.

Voting at a General Meeting shall be on the basis of individual members and organisational representatives having attained the age of 18 years as at the date of the meeting each exercising one vote and all decisions being taken by a simple majority of members present.

The Chairman, Vice-Chairman, and the four elected members of the executive Committee shall be elected annually at the Annual General Meeting, serve for one year then retire at the following Annual General Meeting but shall be eligible for re-election.

All nominations for the committee should be put before the Annual General Meeting.

The Annual General Meeting shall appoint a Secretary, Social Secretary, Treasurer (who shall be the custodian of the monies of the Association and be responsible for the proper accounting thereof), a Publicity Officer and an Auditor and such other officers as the Association may from time to time deem desirable. Such officers shall retire at the following Annual General Meeting but be eligible for re- appointment.

The quorum for the Annual General Meeting of the Association shall be eight individual members or organisational representatives and for the general meeting six individual members.

The quorum for an Executive Committee meeting shall be three voting members of the Committee.

The Executive Committee shall meet as and when it considers desirable.

## **7. FINANCIAL YEAR AND ACCOUNTS**

The financial year of the Association shall commence on the 1st of July and the Treasurer shall submit to the Annual General Meeting the audited accounts for the preceding year.

## **8. CONSTITUTION - AMENDMENT**

Amendments to this Constitution shall be approved only at the Annual General Meeting of the Association, or the General meeting as appropriate. Motions recommending any such alteration may be submitted either by the Executive Committee or by an individual member of the Association.

Consideration shall only be given to such a motion when it is either passed by resolution of the Executive Committee or when received in writing by the Secretary from an individual member at least twenty eight days prior to the date of the General Meeting to consider the motion, and provided that the Secretary shall then not less than fourteen days prior to the date of such General Meeting give notice of the meeting and the motion to the Membership of the Association by such means as may be at his disposal.