

**Thame and District Twinning Association**

**Constitution** – with effect from 1st July 2021

1. Name of the Association

The name of the association shall be the Thame and District Twinning Association.

1. Aims of the Association
2. To promote and foster friendship and understanding between the people of Thame and District and those of Montesson in the department of Yvelines.
3. To encourage visits by individuals and groups from all parts of the communities, to develop personal contacts, and by doing so to broaden the mutual understanding of the cultural, recreational, educational and commercial activities of the linked towns.
4. To organise fundraising activities to foster the aims of the Association.
5. Membership

Membership shall be open to all residents of Thame and District. There shall be two categories of membership:

1. Individual membership
2. Family membership, being open to all members of a family excepting sons or daughters over the age of eighteen years.
3. Committee

The affairs of the Association shall be conducted by the Twinning Committee consisting of ninemembers, one of which will be nominated by Thame Town Council and ratified at the following AGM. The remaining eight to be elected by the Association. These being broadly representative of organisations, associations, clubs and individuals in Thame and District. The Twinning Committee shall fill casual vacancies.

1. The committee shall have the power to co-opt, and co-opted members shall have the right to vote.
2. The quorum shall be three.
3. The committee shall have the power to set up working groups, which shall have the power to co-opt to their membership, with the power to vote.
4. Election of the Committee

The Committee shall be elected at the Annual General Meeting of the Association. The Association shall appoint a Chairman, Secretary, Treasurer and such other officers as it deems necessary, including an auditor. The term of the Officers and the Committee shall be from the end of the AGM at which they were elected until the end of the next AGM.

1. Virtual Meetings

Meetings will be held face-to-face or using an online platform, including blended meetings where members will be permitted to join a face-to-face meeting virtually. All present, in person or online will be permitted to vote.

1. Annual General Meeting

The Management Committee shall call an Annual General Meeting of the Association between 31st May to 30th July each year, giving at least fourteen days’ notice in writing.

1. Voting at the AGM
2. Only members present at the meeting, in person or via online meeting software, shall be entitled to vote.
3. Each member over the age of 18 shall be entitled to vote. The Chairman shall have a casting vote.
4. 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 Secretary, containing details of the matter to be discussed. At least twenty-eight days’ notice must be given.

1. Audited Accounts

Audited Accounts to 31st May of each year shall be submitted to each AGM.

1. Monies

All monies shall be kept in safe custody on behalf of the Association by the Treasurer, and all cheques drawn on the Association account shall be signed by any 2 of the following: Chairman, Deputy Chairman or Treasurer. The same applies to online payments which shall be authorised by any 2 of the above officers.

1. Subscriptions

All subscriptions shall be determined at the AGM and be payable within two months thereof.

1. Amendments to the Constitution

Amendments to the constitution shall only be made at the AGM or a Special General Meeting. Notice of the proposed amendment shall be given in writing to the Secretary at least twenty-one days before the meeting and details shall be given in the notice convening the meeting. No such amendments shall be carried unless at least two thirds of the members **present** vote in their favour.

1. 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 Chairman shall in their absolute discretion decide.