

BUCKINGHAM TWINNING ASSOCIATION

CONSTITUTION

1. NAME

The name of the association shall be the BUCKINGHAM TWINNING ASSOCIATION, and it shall be an unincorporated association with charitable aims.

2. OBJECTIVES

The aims of the Association shall be –

To promote friendship and understanding between the community of Buckingham Town and its environs, and the community of any other town or area with which the Association may form appropriate links. Such towns or areas are identified in the Appendix to this Constitution

To encourage and facilitate exchanges and communication between individuals and groups in the linked towns, particularly by young people, and thus to broaden international understanding of the cultural, recreational, educational and commercial activities of the linked towns.

3. MEMBERSHIP

Membership shall be open to all individuals, groups or organisations in sympathy with the Objectives.

Membership shall be in such categories as shall from time to time be agreed by the Committee, having consideration to voting rights and to such subscription rates as shall be agreed. All Membership applications shall be subject to approval by the Committee, which shall have the right to refuse or withdraw membership from any individual or group at its discretion

4. COMMITTEE

Management of the Association shall be vested in a Committee, the members of which shall be Trustees in the event that charitable status is achieved.

The Committee shall consist of a Chairman, Vice-chairman, Secretary and Treasurer plus a minimum of two other members all of whom shall be elected annually at the Annual General Meeting. Buckingham Town Council will be requested to appoint two representative members. All of the above shall have full voting rights except the Chairman, who shall have only a casting vote in the event of a tie.

A President or Patron may be appointed at the discretion of the Committee, which shall have the power to co-opt up to four other persons. Voting rights for these additional members shall be decided by the Committee.

The Chairman shall determine the frequency and procedure for Committee meetings, always providing that a quorum for such meetings shall be a third of the current voting membership of the Committee. Sub-committees may be formed as necessary, and will in general follow the same rules and procedures as apply to the full Committee.

5. POWERS

The decision to dissolve or wind up the Association may be made only by a General Meeting as defined below.

The Association shall have the power to affiliate or associate with any other charitable or other organisation having similar objects, and also to carry out appropriate fund-raising activities provided always that in raising funds or donations the Committee shall not undertake any substantial permanent trading activities and shall conform with any relevant requirements of the law.

The Association shall be empowered to require such membership subscriptions as shall from time to time be agreed by the Committee, and to do any other lawful things as are necessary to attain the objectives stated herein.

6. FINANCES

All assets, finances and property of the Association shall be applied only to promotion of the Objectives, and no portion thereof shall be paid to the benefit of any Member of the Association except for services properly rendered at a rate agreed by the Committee in advance, or for repayment of expenses properly incurred.

Committee members shall be jointly responsible for ensuring that the assets and finances of the Association are properly managed and are used only in accordance with the Objectives, and shall make such arrangements for this purpose as they think fit, provided always that proper accounts shall be kept of all monies and assets belonging to the Association or provided for its use, and the Committee shall arrange for such accounts to be audited or examined by an independent person and presented at the Annual General Meeting.

All monies shall be kept only in accounts which the Committee shall approve, and such accounts shall be in the name of the Association, and may be drawn upon only by the signature of at least two of the elected officers of the Association.

7. MEETINGS

ANNUAL GENERAL MEETING (AGM)

An AGM shall be held during the months of ~~October~~ or ~~Nov.~~ each year, and a minimum of 21 days notice shall be provided thereof in writing to all currently paid-up Members of the Association. The main business of the AGM shall be the election of Association officers and Committee members as detailed herein. In addition the AGM shall be entitled to receive and approve a report on activities from the Chairman, together with an independently examined statement of accounts.

All Members, Committee members and Officers present at an AGM shall be entitled to one vote, except that the Chairman shall have a casting vote only.

EXTRAORDINARY GENERAL MEETING (EGM)

An EGM shall be called with 15 days notice to all members at the written request of not less than seven Members of the Association, such request to state the purpose of the meeting. Procedures for the EGM will generally be those applicable to an AGM, except that the Agenda shall be limited to discussion of the stated subject.

8. AMENDMENTS

This Constitution may be amended by a General Meeting provided that such amendment is approved by two-thirds of the members present and voting, provided always that no amendment may be approved which would prevent the Association from becoming or continuing as a Registered Charity.

9. DISSOLUTION

A resolution to wind up or to dissolve the Association may be moved only at a General Meeting, and will only be approved if two-thirds of the members present vote in favour thereof. If after dissolution and satisfaction of all liabilities there remain any assets or funds then these shall be passed to such other association as the meeting shall decide, provided only that such association has similar objects and also prevents distribution of its assets to members.

10. REVIEW

This Constitution was accepted on 6 November 2002 and will be reviewed annually thereafter at the Annual General Meeting.