

DORSET TWINNING ASSOCIATION

CONSTITUTION (Revised November 2014)

1. TITLE

The title of the Association shall be the Dorset Twinning Association.

2. AIMS

The aims of the Association shall be to promote and foster friendship and understanding between the people of Dorset and those of countries overseas and in particular

- (a) to encourage visits by individuals and groups and the development of personal contacts and by so doing to broaden mutual understanding of social, cultural, educational, recreational, civic and commercial activities;
- (b) to promote or support such other activities as may further the aims of the Association and
- (c) without prejudice to the generality of the foregoing, to assist in developing the link created by the twinning of the County of Dorset with the Département de La Manche.

3. MEMBERSHIP

All Local Twinning Associations operating in the County of Dorset shall automatically be eligible for full membership of the Association.

Associations representing Dorset voluntary organisations, or Dorset branches of wider voluntary organisations, which do not have twinning as their primary purpose but which have twinning agreements with similar organisations in other countries, may apply for admission as Associate Members of the Dorset Twinning Association. Associate membership will give access to all the advantages of full membership, except for the provision of cover under the Association's collective insurance. Applications for associate membership may be approved by the Management Committee, but will be subject to confirmation at the next Annual General Meeting. (AGM).

The Management Committee may from time to time vary conditions of full and associate membership, including recommending the payment of appropriate subscriptions, such recommendations being submitted to the following AGM.

4. ORGANISATION

(a) President of the Association

The Chairman of the Dorset County Council shall (if so willing) be the President of the Association. If he is not willing to serve, the Management Committee shall appoint a President to serve until the Chairman of the County Council indicates his/her willingness to serve.

(b) Vice-Presidents of the Association

Vice-Presidents of the Association may be appointed at the AGM, after being recommended by the Management Committee. Vice Presidents will serve for a period of seven years, but may be reappointed at the conclusion of that period.

(c) Officers of the Association

The officers of the Association shall be the Chairman, Hon Secretary, Hon Treasurer and such other officers as the Association may from time to time appoint. These officers shall be elected annually at the AGM.

(d) Management Committee.

The affairs of the Association shall be conducted by a Management Committee; such Committee shall have all the powers conducive or incidental to the attainment of the aims referred to and to the management and control of the affairs of the Association.

The Management Committee shall consist of:-

The President
The Chairman)
The Hon Secretary) ex-officio
The Hon Treasurer)

One person appointed by Dorset County Council, if the President is not the Chairman of Dorset County Council

Website Manager – as appointed by the Management Committee

Four persons elected to represent all the Local Twinning Associations operating in the County of Dorset. For this purpose a Local Twinning Association shall mean an Association having similar aims to those of the Association but for a defined area of the County, the interpretation of this definition being a matter for the Management Committee.

Co-opted members :

The Management Committee shall have the power to co-opt members who shall have the right to vote and may continue to serve for as long as it is required by the Management Committee.

The quorum shall be 4 of the elected members and officers of the Management Committee

5. MEETINGS

There will be an AGM of the Dorset Twinning Association, to be held prior to 31st October each year. All members of Local Twinning Associations are eligible to attend, but only one nominated member of each Association shall be eligible to vote.

Members of Associate Member Associations are also eligible to attend but are not eligible to vote.

The AGM will include:

- Management Committee Report
- Treasurer's Report
- Election of the Management Committee
- Appointment of Honorary Independent Examiners of accounts

The Hon Secretary shall give all member Associations not less than 28 days notice of the date of the AGM. The Agenda and papers are to be issued at least 21 days before the date of the AGM. Such notice shall be addressed to the Secretary of each Local Twinning Association or such other officer as shall be notified to the Hon Secretary.

An Extraordinary General Meeting (EGM) may be held at the discretion of the Management Committee or following a written request signed by the Chairman and Secretary of 5 full member Associations, stating the nature of the business to be considered. Upon the receipt of such a request, the Management Committee shall call an EGM; the notice, attendance and conduct of such an EGM to be as those for an AGM.

The Management Committee shall meet at least once a year and the Honorary Secretary shall give all members of the Management Committee not less than seven days' notice of the date and place of each meeting and an agenda of the business to be transacted at such meeting.

Decisions by the Management Committee will be made by a majority of those present.

The Chairman and/or Honorary Secretary of the Association may invite to any of the meetings of the Management Committee or a sub-committee in a consultative or advisory capacity such person or person as they think fit. Such person(s) will not be entitled to vote.

The Chairman of the Management Committee or of a sub-committee shall have a casting vote.

6. FINANCE

The Association's financial year shall run from the 1st April in each year to the 31st March in the following year.

The income and property of the Association shall be applied solely towards carrying out the aims of the Association as set forth in this Constitution.

The Management Committee shall have the power to invest any of the funds of the Association in such security or securities as the Committee may decide.

The Association shall arrange public liability insurance on behalf of member Associations.

At the AGM an independently examined statement of accounts and balance sheet for the previous financial year shall be presented.

At the AGM each year Honorary Independent Examiners of the accounts will be appointed, not exceeding two in number

The appropriate level of annual subscriptions by Local Twinning Associations (which will include the cost of the Dorset Twinning Association collective insurance) and by Associate Member Associations, will be agreed at the AGM and must be paid by 30th November each year.

All special events of a high risk nature shall be notified to the Secretary and any additional payments required to be paid by individual Associations will be paid one calendar month prior to the event, or in such period as is required by the Insurance Company.

7. AMENDMENTS OF CONSTITUTION

Amendments of the Constitution may be made only at an AGM or EGM by a majority of not less than two-thirds of votes of those present and entitled to vote. Notice of the proposed amendments shall be circulated to all Local Twinning Associations not less than twenty one clear days before the meeting. However proposed amendments that are only procedural in content may, at the discretion of the Chairman, be circulated to local Twinning Associations for agreement by correspondence; such proposals shall only be considered accepted if no objection by any Association has been received by the Chairman within 28 days of the date of circulation.

8. DISSOLUTION OF THE ASSOCIATION

The Association may only be dissolved at an AGM or EGM by a majority of not less than two thirds of votes of the member Associations present and entitled to vote. Notice of the proposed dissolution shall be circulated to all Local Twinning Associations not less than 28 clear days before the meeting.

In the event of the Association being dissolved, any property or monies remaining after its debts and liabilities have been settled shall be transferred to some purpose or organisation whose aims correspond as nearly as possible with those of the Association or , alternatively, in the absolute discretion of the Management Committee, to a charity or charities.