

CONSTITUTION OF THE HAVERFORDWEST TWINNING ASSOCIATION

NAME

The name of the Association shall be the Haverfordwest Twinning Association.

AIMS OF THE ASSOCIATION.

- a. To promote and sponsor friendship and understanding between the people of Haverfordwest and District and those of Oberkirch and District in Germany.
- b. To encourage visits by individuals and groups to and from our linked towns, particularly by children and young people.
- c. To develop personal contacts for the purpose of broadening the mutual understanding of the cultural, recreational and educational activities of the two towns.
- d. To foster the aims of the Association by organizing fund raising activities.

MEMBERSHIP

Membership shall be open to all persons in sympathy with the aims of the Association. The membership fee must be paid prior to participation in the Annual General Meeting.

COMMITTEE

The affairs of the Association shall be conducted by the Management Committee consisting of eighteen members, six of whom shall be Councillors chosen by Haverfordwest Town Council. The President, who shall be the Mayor of Haverfordwest, shall ex-officio be a member of the Committee. The remaining twelve shall be elected by the Association at the Annual General Meeting.

The Quorum for a Committee Meeting shall be 50% +1

The Committee will have the power to co-opt up to four people who will not have voting powers.

ELECTION OF OFFICERS.

The Committee, at its first meeting after the Annual General Meeting, shall elect a Chairman and Vice-Chairman. Each will be expected to serve for two years.

The Secretary, Treasurer and Auditor(s) shall be elected at the Annual General Meeting.

SUB-COMMITTEES

The Chairman, Secretary and Treasurer shall be ex-officio members of all Sub-committees.

ANNUAL GENERAL MEETING.

The Management Committee shall call an Annual General Meeting in the month of February, giving each member at least fourteen days notice.

VOTING AT THE ANNUAL GENERAL MEETING

- a. The President shall preside at the Annual General Meeting. In his/her absence the Chairman will assume those duties.
- b. Only fully paid up members present at the meeting shall be entitled to vote.
- c. Each individual member shall be entitled to one vote.
- d. The Chairman of the meeting shall have a casting vote.
- e. The Quorum of an Annual General Meeting shall be fourteen. Should this figure not be achieved the Chairman of the meeting will have the right to declare the meeting quorate.

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 one days notice must be given. The quorum for a Special Meeting shall be fourteen.

ACCOUNTS

Audited Accounts to 31st December of the preceding year shall be submitted to the Annual General Meeting.

MONIES

All monies received on behalf of the Association shall be kept in safe custody by the Treasurer. All cheques drawn on the Association's account shall be signed by the Treasurer and either the Chairman or Secretary.

SUBSCRIPTIONS

All subscriptions shall be determined at the Annual General Meeting and will be effective for the following Annual General Meeting.

ADMINISTRATION

All communications must be made through the Secretary of the Association.

AMENDMENTS TO THE CONSTITUTION

Proposed Amendments to the Constitution must be duly signed and forwarded to the Secretary at least twenty one days before the Annual General Meeting. Proposed amendments must receive a three quarters majority to be accepted.