

TOWN TWINNING ASSOCIATION, LEIXLIP
COMHNASCADH CÁIRDEASA LÉIM AN BHRADÁIN

CONSTITUTION

BUNREACTH

1. The Association shall be titled: Town Twinning Association, Leixlip, (TTAL) and in the Irish language Comhnascadh Cairdeasa Leim an Bhradáin.
2. The Secretary of the Association shall be the clerk of the day and the correspondence address of the Association shall be that of the Town Clerk's office.
3. The objectives of the Association shall be:
 - to foster, promote and facilitate ties of every practical and good kind between citizens, interest groups, clubs, associations and businesses in the town of Leixlip and environs and like bodies in towns to be yet determined.
 - to encourage visits by individual citizens and groups between the linked towns and the development of personal contacts and by so doing to broaden the mutual understanding of cultural, educational and commercial activities to the towns.
 - to organise and undertake activities, including fundraising and cooperation with other bodies, relevant to the other objectives of the Association.
4. Membership of the association shall be open to all persons, interest groups, clubs, associations and businesses within the town of Leixlip and environs who/which share and support the objectives of the Association and who/which pay the required subscription, annual or otherwise, determined by the Association. Membership shall be deemed to have ceased when a member no longer shares and supports the objectives of the Association or, at the discretion of the Association, when a member is in arrears with the required subscription.
5. The Cathaoirleach of Leixlip Town Commission or, if the case arises, the successor body to the Commission in the town of Leixlip, shall be President of the Association.
6. The affairs of the Association shall be managed by a committee of a maximum of 12 and a minimum of 5 members elected or otherwise chosen by the Commission in accordance with this Constitution. In addition, two members of Leixlip Town Commission or its lawful successor, who have been nominated by that body, shall serve on the Committee.
7. At the inaugural meeting and subsequently at an annual general meeting of members (agm) the members shall elect or otherwise choose the members of the Committee and shall have regard for the desirability of representing participating interest groups on the Committee.
8. At a meeting of the elected Committee which shall be held within ten days of the inaugural meeting or agm, as the case may be, not less than three working days' notice of which shall have been given by the Secretary of the Association, the Committee shall elect a Cathaoirleach, two joint Treasurers and such other officers, if any, as they may determine, from within their ranks.

9. The rules which apply for the orderly conduct of meetings shall be, in so far as they are relevant and are consistent with this Constitution, the Standing Orders of Leixlip Town Commission.
10. The Committee is authorised to co-opt persons to fill casual vacancies in its membership or to represent unrepresented groups, provided that co-option's are made after the meeting at which the Committee elects its officers for the year.
11. All members of the Committee shall retire at each agm and shall be eligible for re-election.
12. There shall be three categories of membership: individual membership; family membership, which covers all members of a family except daughters and sons aged 18 years or more; and corporate membership, which covers all eligible organisations.
13. The Secretary shall summon an agm between 1 February and 31 March each year at a date to be determined by the Committee or in default at his/her own discretion. At least 3 weeks notice of the agm or an extra-ordinary general meeting shall be given via public notice and by additional means at the Secretary's discretion.
14. Voting at Committee meetings shall be by a majority vote, each member having one vote and, in the event of a tie, the Cathaoirleach shall have a casting vote. At an agm or extra-ordinary general meeting individual members shall be entitled to one vote; family and corporate members shall be entitled to two votes provided that two of their representatives are present, otherwise they shall have one vote.
15. An extra-ordinary meeting of the Association may be sought at any time on a written request made to the Secretary and signed by at least 20 members or 10% of the membership, whichever is the lesser and containing details of the only matters to be discussed at the meeting.
16. A quorum for an agm or extra-ordinary general meeting shall not be less than 20% of the membership of the Association.
17. The business of the agm shall include reports of the Secretary and Treasurers and any sub-committees. Audited accounts for the year must be submitted by the Treasurers.
18. In the event of the dissolution of the Association, all surplus funds and assets shall be transferred to Leixlip Town Commission or its successor body and used for similar purposes at its absolute discretion.
19. No amendment can be made to this Constitution unless passed by a two-thirds majority at an agm or extra-ordinary general meeting of the Association for which proper notice must be given of the amendment proposal.