



COLEFORD TWINNING ASSOCIATION

Minutes of Meeting

16 February 2017
at the Town Council Offices, Coleford

Present: Iain Baird (Chair) Steve Parry
Janette McCutcheon (Secretary) Kathy Parry
Nick Penny Gemma Parry
Paul Kay Evie McCutcheon

Action

This meeting was called to discuss various items regarding the Constitution which needed discussed before the AGM.

1 Amendments:

Quorum of members at the meeting which is 6 for the Management Committee. It was decided that 5 should be the Quorum. This was approved by the Committee.

Authorised Signatories: This situation came to light when both the Chair and Secretary were away at the same time. It was agreed that any two Officers can sign cheques.

Bank Account: Decisions regarding this need to be included in the Constitution. Also discussion about financial matters needs to be discussed at the AGM. It was suggested that it should be opened with a local bank – the Lloyds in Coleford.

Grant: An application for a grant has been put into the Town Council, and it will need the Full Council to approve this.

Winding Up: It was agreed that in the event of winding up the Association, then all monies should be transferred to Coleford Town Council and put into a general fund for similar activities.

Treasurer: A Treasurer will be needed and appointed at the AGM.

Auditing of Accounts: It was agreed to put in the Constitution that ‘anyone with experience in accounts can check the accounts, but they cannot be a member of the Association’.

2 Additional Discussion

Discussion then turned to the running order of the evening and topics to be discussed, including fundraising.

Membership Fees: The topic was discussed and it was felt that it should be
£10 for an individual
£20 for a family
£25 for Club/Organisation membership

Voting Rights: Clubs and Organisations could have membership, but for voting rights and other benefits, then participants of the club or organisation would need to have another category of membership, in order to vote. Each Club or Organisation could have one vote.

Fundraising: Damien at Camping Les Ecureuils has given a week's holiday at his site for auction. This will be auctioned at the Mayor's Charity Dinner. Also donated, by the St Hilaire Town Mayor, are two separate camping holidays at the Municipal Campsite in St Hilaire for a week's holiday. It was agreed to a Silent Auction could be run for this holiday, advertise this at the AGM and put it in the paper.

Fundraising: Discussion took place around the need for a fundraising sub-committee. Ideas included: cake sales, raffles, wine tasting, book and talk on the Normandie.

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Schools

Iain has had an email from Coalway school regarding the their twinning plans and the possibility of an exchange visit in 2018.

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Date and time of next meeting

The Annual General Meeting will be held in the Boardroom (1st Floor) of The Main Place, Coleford at 7pm. All