

THE CONSTITUTION OF NORTH EAST WORCESTERSHIRE TOURISM ASSOCIATION

1. Name.

The name of the Association shall be North East Worcestershire Tourism (NEW Tourism)

2. Objectives.

- (a) Increase awareness of North East Worcestershire
- (b) Improve the image of North East Worcestershire
- (c) Promote the attributes and attractions the area has to offer
- (d) Provide visitors with a quality tourism experience
- (e) Create effective networking between members and external organisations and individuals
- (f) Seek to create a vibrant and sustainable rural community
- (g) Act as the "tourism voice" for North East Worcestershire and lobby local and regional government on tourism-related issues.

In furtherance of the stated objectives, the association through its committee and members shall:-

- (1) Hold networking events for members and guests to exchange information, ideas and literature;
- (2) Provide opportunities for social interaction and understanding the needs of members
- (3) create and maintain a web site and brochure promoting members services and the area attractions and events;
- (4) Liaise with all relevant tourism officials;
- (5) Participate in and support local events as deemed appropriate by the committee.
- (6) Raise monies for the association by grants, donations advertising revenue and membership fees.

3. Membership

Membership of the association shall be open to any business, organisation or individual whose interests are deemed to coincide with the objectives of the association, subject to them paying the appropriate annual subscription fee.

The annual subscription fee/s and different membership levels shall be determined by the committee.

The annual subscription fee/s shall be levied in April each year.

4. Committee

Officers forming the committee shall consist of:

Chairman
Secretary
Treasurer

The committee may co-opt additional members to the committee as required e.g. press officer, tourism liaison officer, events officer.

5. Meetings

- (1) Meetings are open to all paid up members of the association.
- (2) Three meetings a year shall be held – dates for meetings shall be set at the December meeting.
- (3) Meetings are held at venues offered by Members.

- (4) The meeting structure will consist of the Chairman, Secretary, Treasurer and at least 8 other members of the association.
- (5) An Annual General Meeting shall be held each year before the first meeting of the year.
- (6) Agendas and Minutes of all meetings to be prepared by the Secretary in liaison with the Chairman. The agenda shall be circulated at least 7 days in advance of the meeting.

6. Annual General Meeting

Notification of time and place of any Annual General meeting shall be circulated to all members at least 21 days in advance. Items for inclusion on the Agenda must be received by the Secretary not less than 14 days prior to the meeting. The Agenda for such meetings must be circulated to all members not less than 7 days in advance of the date of the meeting. Items other than those specified on any Agenda may be discussed as "Any Other Business" at the discretion of the meeting on the day.

The Chairman or his/her deputy shall preside at each AGM. If neither is present, the meeting shall elect a temporary Chairman for the duration of the meeting.

A quorum at an General Meeting shall consist of 10 members. If a quorum is not formed within half an hour of the time appointed, the meeting shall be postponed to a later date.

At each AGM the Chairman will table his/her Report and also the Audited Accounts for final adoption.

The Minutes of all General Meetings shall be circulated to all members.

7. Accounts

- (1) All funds received by the Association shall be used for proper administration expenses and to finance the ongoing agreed objectives and development of the Association.
- (2) A bank account shall be opened in the name of the Association. The account will have two named cheque signatories on behalf of the association.
- (3) The Treasurer shall provide accounts details to the committee on all income and expenditure as required and produce an annual report for presentation at the AGM.

8. Alterations to the Constitution

The Constitution may be amended, altered or varied only at any AGM, or at an Extraordinary General Meeting convened for that purpose, by a majority of at least three-quarters of the eligible representatives present and voting, provided notice has been given to members at least 14 days prior to the date of such a meeting, to include details of the changes proposed.

9. Dissolution

In the event of the dissolution of the association, any funds remaining shall, in the first instance, be used for discharging the liabilities of the Association, then any surplus being apportioned to such charity/ non-profit making organisation(s) as are deemed by the Chairman and Committee members to share the Association's original objectives.

Signed on behalf of the Association

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Chairman

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Treasurer

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Secretary