



## **DROGHEDA TIDY TOWNS ASSOCIATION**

### **CONSTITUTION AND RULES**

#### **1. NAME**

The name of the group shall be Drogheda Tidy Towns Association.

#### **2. OBJECTIVES OF THE ASSOCIATION**

Drogheda is the largest town in Ireland and has an unrivaled location and history. The Drogheda Tidy Towns Association has a mission to improve the local environment and make Drogheda a great place to live, work and visit. Drogheda Tidy Towns actively works with stakeholders such as Louth County Council, local businesses, sports, education and community organisations in addition to resident's groups and the public in coordinating an effective strategic approach to areas such as the environment, area enhancement, litter management, biodiversity, sustainability, and projects to improve the public realm of the town including public parks and spaces. The key is to promote the core principles of a clean and tidy town, which our community can be proud of.

Drogheda Tidy Towns will represent Drogheda in the National Tidy Towns competitions, and any other county or national competitions as deemed beneficial to the promotion of Drogheda as decided from time to time by the committee.

#### **3. MEMBERSHIP**

Drogheda Tidy Towns is an accessible and inclusive organisation, as far as is reasonably practicable to anyone who wishes to participate and further the objectives of the Association. Membership shall be free.

Membership of the Association shall be open to individuals from Drogheda and the general environs, who recognise the objectives of the Association and are willing to participate in practical activities, to achieve these.

Members shall be over the age of 18. Minors (under the age of 18) will not have membership of the DTT but can participate in any events under supervision.

Elected Public representatives may become members of the Association and the Association welcomes their involvement and interest.

#### **4. MANAGEMENT COMMITTEE**

The affairs of the Association shall be managed by a Committee nominated and elected at the A.G.M. (or by a method decided by the A.G.M.) consisting of at least of Chairperson, Vice Chairperson, Secretary and Treasurer.

The Committee will be comprised of no less than 5 and no more than 15 Members at any one time. The Committee must act in accordance with the Constitution and the Rules of Association.

Elected officers of the Club qualify for re-election to the same post they previously held up to a maximum term of five sequential years.

The Committee can have the authority to coopt new members at any time during the year. including appointing someone to an officer position which becomes vacant during the year.

Where a conflict of interest or potential conflict of interest is seen to exist between the aims of the association and any individual member, it is incumbent on the member to make the Association aware of the situation, and to absent themselves from the decision-making process regarding the conflicting issue.

The Association may raise funds by obtaining grants and through fundraising, including seeking voluntary contributions from local business, organisations, and individuals. All money raised by or on behalf of the Association shall be applied to further its objectives and in accordance with any agreed commitments made and conditional to the funds received. The income and property of the body shall be applied solely towards the promotion of objectives as set forth in this Constitution.

The Association may enter into a bridging or loan financing arrangement to cover expenditure which is very specifically covered by an approved grant or other confirmed funding contribution. On receipt of the relevant grant or funding contribution, it must firstly be used to settle any outstanding amounts under the related loan finance or bridging finance arrangement. At least two of the Chair, Vice Chair, Treasurer and Secretary (or all 4) are empowered to accept any such borrowing afforded to the organisation on its behalf. It is further resolved that the membership of the organisation saves said individuals from harm and indemnifies same in the event of borrowing issues

Each and all members will be responsible for implementing health and safety requirements and ensuring they are always adhered to.

## 5. MEETINGS

The Association shall meet regularly, but not less than four times a year, one of which will be the A.G.M.

A quorum for a meeting of the Committee shall be half of the current committee rounded up to the next whole number.

The Chair of DTT, or in his/her absence the Vice-Chairperson, will normally preside at, and chair all meetings of the Committee including General Meetings.,

All expenditure shall be agreed and controlled by the committee. Receipts should be obtained for all expenditure. The Treasurer shall maintain the books of accounts and clearly account for all income and expenditure of the Association. Financial accounts shall be kept by the Treasurer and made available upon request to any committee meeting where they may be inspected.

A bank account shall be maintained in the name of the Association. Cheque payments from this account shall require 2 authorised signatories (as approved by the committee from time to time). Electronic transfers can be made based on one of these authorised signatories, with authorised signatories having online access to review all bank transactions.

The Secretary shall be responsible for giving notice of Annual General Meetings and Committee meetings, distribution of minutes from those meetings in addition to the keeping other administrative records as required.

Meetings of the committee shall be open only Committee members and others invited to attend.

The Minutes shall be kept by the Secretary, who shall enter therein a record of all proceedings and resolutions.

Decisions at meetings shall be by consensus where possible. In the case where there is a requirement for a vote, the decision will be based on a simple majority and in the event of a tie, the Chairperson will have the casting vote.

This Constitution and rules may be amended only at an Annual General Meeting or a Special General Meeting by a motion supported by a two thirds majority of those present and entitled to vote.

#### 6. EQUALITY AND DIVERSITY STATEMENT

The Association shall implement an all-inclusive, non-political, non-sectarian and non-racial approach in carrying out its objectives where all feels welcome, respected, and included, regardless of their background, identity, age, ability, or beliefs.

The Association shall strive in its composition for a balance in gender, age and geographical representation.

#### 7. DISSOLUTION

The Association can be dissolved on the basis that a minimum two thirds of the voting members present support a resolution to wind up as presented at a General Meeting specially convened for that purpose,

In such event, the Committee will arrange to discharge any assets and monies, after all outstanding liabilities have been discharged, to Louth County Council for the benefit of the community of Drogheda.

#### 8. DECLARATION

Confirming this constitution is current as adopted by Drogheda Tidy Towns Association on

Signed Print Name:

Chairperson \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Vice Chair \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_