

COTSWOLD LINK CONSTITUTION

Regional Coverage and Membership

The Cotswold Link is a link within the University of the Third Age movement and covers the area of the country defined as Gloucestershire, Herefordshire and Worcestershire up to the Welsh border. All local U3As in that geographic area are free to join the Cotswold Link, even if they are also members of another Network. It is not compulsory to join but membership brings not only benefits to your U3A but your experiences can help other member U3As by exchanging information

Aims

- To further the exchange of experience and knowledge between local U3As.
- To assist with formation and support of new U3As in the Cotswold Link geographical area.
- To initiate and support joint activities.

Objectives

- To represent the views of the Cotswold Link at any meetings of Networks and/or Regions.
- To ensure that links are forged and expanded with any other Educational and Third Age organisations to ensure a strong representation of the U3A movement
- To support the National Development Officer and act as a focal point of contact for the Cotswold Link for new or potential U3As
- To encourage or instigate joint study days and other events where economy of scale would justify such an approach
- To report regularly to and consult with Cotswold Link U3As

Structure

- **Committee**

The Cotswold Link shall be run by a committee consisting of:

Chairman

Secretary

Treasurer

A Maximum of Three Elected Members

- **Election of Committee**

The Committee shall be elected annually at the Cotswold Link Meeting, which is nominated as the AGM, with each member U3A having two delegates but only ONE vote per U3A. In the event of any vacancy, the Committee is free to nominate a co-opted individual to the Committee.

Any member U3A is free to nominate and second a Committee member/officer but ideally a seconder should be from another U3A.

Ideally Officers should be from different U3As.

Officers and Committee members may serve in any capacity for no more than five years continuously. In the event of any Committee vacancy, a retiring Committee Member may be co-opted on to the Committee for the maximum of a further year.

- **Functions of the Committee**

The Committee will arrange the following activities, as required:

Study Days
Open Days
Social Events
Cotswold Link Meetings
Any other events, which further the aims and objectives of the Cotswold Link

The Committee can delegate and/or co-opt other individuals or member U3A to organise such events.

The Committee can set up any sub-committees it thinks appropriate.

- **Finances**

- The Committee can request financial assistance from time to time by means of an appropriate levy per member U3A. Activities organised by the Committee should be self-financing. The levies are intended to provide cover for minor administrative costs and any advance expenses for events.

- **Cotswold Link Meetings**

Cotswold Link Meetings will be held at least twice a year in March and September – on a rotating venue basis

All member U3As are entitled to send two delegates, but with only ONE vote per U3A. Other members may attend as observers.

The Agenda for the Meeting shall be set by the Committee but is expected to include a section on airing and sharing. This section is designed for member U3As to put forward suggestions, problems, ideas etc with a view to seeking or providing mutual benefit and assistance between U3As. The Committee shall decide whether such a discussion is open ended or on a fixed topic(s)

The current West Midlands and South West Regional Trustees, who are part of the National Executive Committee of the Third Age Trust, will be invited to attend the Meetings and report to the member U3As on current National matters and seek any issues which need to be taken back to the NEC

- **Role of Chairman**

1. To chair meetings of the Committee and the Cotswold Link Meetings
2. To act as spokesman and contact for information on regional U3A activities with both the regional media and other similar organisations promoting education and activities for Third-Agers.
3. To promote co-operation between member U3As.
4. To assist in the setting up of new U3As.
5. The chairman shall have a casting vote in committee proceedings.

- **Role of the Secretary**

1. To maintain the minutes of both Committee and Link Meetings and circulate same to all member U3As
2. To maintain records of all member U3As and their principal officers and to circulate this information to member U3As

- **Role of the Treasurer**

1. To maintain records of income and expenditure on the basis of a calendar financial year and report to the AGM.

2. To recommend to the Committee and Link Meetings any need for further levies.
3. To seek approval in advance from member U3As for any significant expenditure that would require an enhanced levy contribution from members.
4. To assist in seeking external funding for activities such as Study Days.
5. To open and run a Bank Account with signatories to be members of the Committee – two out of three signatures to be required on any cheque.

Annual and Extraordinary General Meetings and Rules of Election

The March Link Meeting shall be designated as the Annual General Meeting with the Officers reporting to the member U3As on the last calendar year's activities.

An election shall be held for new members of the Committee.

The election shall be held on a simple count of votes in the room and a simple majority.

Any member U3A may request an Extraordinary General Meeting, with at least 21 days notice, to pass any resolution of major significance, Such a resolution must be seconded by a second U3A.

All changes to the Constitution require a 67% majority of votes present to be passed.

A quorum of members is 50% of the current member U3As.

Any member U3A, which is in arrears for any agreed levy shall not be entitled to vote

Dissolution

If the Executive Committee decides that it is necessary to dissolve the Cotswold Link, it shall inform all members of the Link of its intention not less than 21 days before the proposed date.

The Executive Committee shall have powers to realise any assets held by the Link and, after payment of proper debts and liabilities, transfer them to an organisation with similar aims and objectives or to the Third Age Trust, charity No. 288007.

This amended Constitution was adopted on Friday 24 March 2017.