

**Annual General Meeting 13 October 2021**

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# Notice of Annual General Meeting 13 October 2021

Our Annual General Meeting will be held at The Imperial, New North Road, EXETER, EX4 4AJ 13 October 2021 at 19:00. The management have kindly allocated us a separate room. Meals and drinks are available from the bar or can be ordered via the app.

We welcome nominations for any committee role.

# Agenda: Annual General Meeting 13 October 2021

1. Apologies
2. Minutes of Annual General Meeting 15 October 2020
3. Chairperson’s Report
4. Secretary’s Report
5. Treasurer’s Report
6. Appointment of Independent Financial Examiner
7. Election of the Officers
8. Election of the Committee
9. Amendments to the Constitution
10. Motions for Discussion
11. Any Other Business

You can download a full AGM pack here: <http://www.eyta.org.uk/Assets/EYTA_AGM_Pack_2021.docx>

# Membership Renewals

The committee have decided not to ask for membership renewals until we become more active. However, donations are always welcome. New members are welcome to join at £6 Individual, £9 Couple, £20 Organisations, Students Free. For new members an application form is available here: <http://www.eyta.org.uk/Assets/EYTA_Membership_Form.docx>

# Reply Slip: Attending Annual General Meeting

Please reply as soon as possible by using this slip or by email to:
Clare Meiklejohn, 11 Mitchell House, 70 Union Road, EXETER, EX4 6HU

or email info@eyta.org.uk

Name (s) :.................................................................................................................................

I /we will be attending the Annual General Meeting on 13 October 2021

I /we will not be attending the Annual General Meeting on 13 October 2021

Please accept my / our apologies.

**----------------------------------------------------------------------------------------------------------------**

# Nominations for Officers or Committee Members

These should be submitted by 29 September 2021 to

Clare Meiklejohn, 11 Mitchell House, 70 Union Road, EXETER, EX4 6HU

or email info@eyta.org.uk

Nomination for Officer or Committee

Member Proposed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Positions are Chairperson, Vice-Chairperson, Secretary, Treasurer and Committee Member.

**Proposed Amendments to the Constitution**

Proposed amendments to the constitution should be submitted by 29 September 2021 to

Clare Meiklejohn, 11 Mitchell House, 70 Union Road, EXETER, EX4 6HU

or email info@eyta.org.uk

**Motions for Discussion at the AGM**

Motions for discussion at the AGM should be submitted by 29 September 2021 to

Clare Meiklejohn, 11 Mitchell House, 70 Union Road, EXETER, EX4 6HU

or email info@eyta.org.uk

# Minutes of Annual General Meeting 15th October 2020

**Held via Zoom, due to Coronovirus**

**Present**

Peter Barker (Chairperson), Clare Meiklejohn (Secretary), Sue Fitzgibbons (Committee), Marilyn Pegg (Committee), Robert Byrnes, Eliza Cargill, Ann Marie Dick, Tim Harlow, John Shepherd, Dorothy Wagland.

1. **Apologies**Bob Bradshaw (Deputy Chairperson), Joyce Burgess (Committee), Jeanette Barker, Austin Birchall, John Burgess, Lesley Harold, John & Pamela Holman, Irina Holmes, Marija & Jeremy Lees, Yvette Salter
2. **Amendments to the Constitution**

The present Constitution states that two Committee members and two others are required for a quorum at Committee meetings, but sometimes it's a problem to have this quorum. If agreed at this AGM, the following proposal will be sent to all EYTA members who have one month to decide Yes or No. For the proposal to be accepted, 60% must agree. Peter has checked with other clubs and associations and most have the following quorum.
Proposal: A Committee quorum shall consist of four EYTA members.
All present approved this.
John Shepherd asked whether 60% applies to the number who respond to the proposal, or 60% of EYTA membership. Peter confirmed it's 60% of respondents.

1. **Minutes of the last Annual General Meeting on 24 October 2019**

Minutes of AGM on 24 October 2019 passed round. 16 people attended the AGM and bring & share buffet at St James' Church Hall. Acceptance of the minutes as a true record proposed by John Shepherd and seconded by Marilyn Pegg. Minutes duly signed off by Chairperson.

1. **Chairperson’s Report**
	1. **Successful Year’s Work**The Chairperson reported on a successful year 1 September 2019 – 31 August 2020; including what we have done and points to take forward. This is EYTA's 31st year.
	2. **Guildhall Russian Christmas Fayre and Coffee Morning** This was successful, on 21st December 2019. A profit of £361 was made after hire of the hall, an improvement financially.Lots of hard work and organisation helped to make it a success. This reflects on the work of the Xmas Fayre Sub-Committee led by Joyce Burgess and the team of helpers on the day. In 2019 Sue Fitzgibbons bought more stock in Yaroslavl and carried it back.
	No-one has been to Yaroslavl this year due to Coronavirus, so no goods have been bought.
	This year's fayre had been booked at St Stephen's Church in the High Street but had to be cancelled. It has now been rebooked for Saturday 18th December 2021.
	Any help on the day or donations of home produce, cakes, books, jewellery, Tombola stall prizes, etc, will be welcome.
	3. **Russian Christmas Meal** We held the last Russian Xmas Meal at Exeter College @34 on 9 January 2020.
	There were about 45 guests, mostly from EYTA and also some from PROBUS.
	This year there was no official guest, but John Shepherd presented certificates from the Mayor of Yaroslavl to EYTA activists.
	Tickets were sold at cost and the raffle made £89.
	No Christmas meal has been arranged for 2021, because of Covid.
	4. **Spring event – 26 March 2020**
	5. An event including music, poems and talks about Russian topics had been arranged for 26 March 2020, but this had to be cancelled.
	6. **Inward to Exeter 7 – 16 June 2020**No further grants to twinning groups will be available from Exeter City Council, due to budget considerations.
	We agreed to have visits on alternate years as economic adjustment.
	We gave Yaroslavl the choice and they opted to come to Exeter in 2020.
	At first eight people were coming but this was reduced to six: Margarita Noskova, Taisiia Ponomareva, Elena Fedorova, Marina Ermolaeva, Irina Novikova and Galina Ignateva. Planning and hosting had been sorted out and the group had booked very cheap flights via Wizz Airto Luton.
	Then the visit had to be cancelled due to Covid.
	Wizz Air refunded the tickets. Visas were partially refunded, we think.
	We are not sure what will happen next year. Yaroslavl have said they would welcome any individual going to Russia. Much depends on Covid and possible travel restrictions.
	7. **No Outward visit to Yaroslavl in 2020**
	8. **Website and Facebook**

There are regular enquiries through the web-page with some resulting in membership, some not.
Peter has been struggling with the website, updating it to make it more mobile-friendly.
Facebook continues to be used, popular with the Russians.
The new What's App group is very successful.

* 1. **Membership**
	2. There are 69 EYTA members and 1 organisation member (Exeter Children's Language Club). Last year there were 76 members.
	3. **Coffee meetings in RAMM Cafe – first Tuesday of month**
	4. Usually around 6 people attended these.
	5. Now Zoom has replaced the meetings and is held once a month. Peter will suggest to Yaroslavl that we hold them on the last Tuesday of each month, at 5pm, as Yaroslavl members like to join in and 5pm is better, due to the time difference.
	6. **Conversation Group**This is held each month, usually with a native speaker.
	This year Elena and Nataliya have helped
	Veronika Maltby was the main leader. She teaches Russian at Exeter Language Club.
	She is currently busy with on-line teaching of Russian to Russian children so unable to help the group.
	This group was originally fund-raising for EYTA and we used to pay £1 each. We have decided that in future we will each pay £1, perhaps buying 5 sessions in advance.
	7. **Other organisations**
		1. **Devon Twinning Circle**DTC's Treasurer sadly died and there have been no activities since. They are not supplying public liability insurance, which would affect EYTA events.
		2. **UK and RF Twin Cities**

This is a new organisation, led by Olga Lawson from Coventry. The plan is to co-ordinate UK and Russian Twinning organisations.

* 1. **Thanks to three key groups**
		1. **Exeter City Council** – Peter thanked the City Council. The Lord Mayor of Exeter is our honorary president.
		2. Peter also thanked our partners in Yaroslavl, who are very easy to work with.
		3. He thanked Exeter members of EYTA, especially the hosts and Committee.
1. **Secretary's Report**

Clare thanked everyone in EYTA who has helped over the past year. Peter's work on the website and Zoom is much appreciated.

1. **Treasurer's Report**
	1. Barrie Coles has not yet finalised the accounts. When finalised, the accounts will go to our Independent Financial Examiner, Stephen Schlich, who is willing to carry on this year.
	Peter reported that at the end of 2019, EYTA had £8,400.16 (in bank accounts).
	At end of August 2020, the amount was £9,076.50 (in bank accounts). This increase is due to having no inward visit from Yaroslavl.
	As mentioned before, there is no longer a grant from Exeter City Council.
	2. Peter will check whether Barrie wants any further help with the accounts.
2. **Appointment of Independent Financial Examiner**Stephen Schlich was willing to continue as Independent Financial Adviser. Tim Harlow proposed and Dorothy Wagland seconded that he should be appointed and the proposal was agreed unanimously.
3. **Election of Officers**
	1. **Chairperson**Peter Barker will step down as Chairperson, but happy to remain a Committee member. He has completed seven years as Chairperson. There have been no other nominations for the post, thus the post was unfilled.
	2. **Vice-Chairperson** – Peter had spoken to Bob Bradshaw who said he was happy to continue. He is also a Committee member of Devon Twinning Circle.
	3. **Secretary** – Clare Meiklejohn
	4. **Treasurer** – Barrie Coles

	Peter asked everyone to reflect on who might take over as Chairperson and let him know their views.
	Eliza said she was already Chair of another organisation.
	Tim Harlow felt he was too new to EYTA to consider such a role. John Shepherd asked if Peter could be Acting Chair.
	Marilyn hoped John Shepherd might take over. John felt it would be a hard act to follow, also he is involved in other organisations. He said he would be happy to liaise with the Russians, but would rather not commit himself to a role like chairperson.
	Peter pointed out that so far this year and quite possibly also in 2021 there is not much happening, due to Covid; for example no Christmas Fayre or meal
4. **Election of Committee Members** – Joyce Burgess, Sue Fitzgibbons (previously co-opted), Victoria Furtado, Marilyn Pegg, Allison Southcott, Peter Barker. Note: Ira Starodubtseva has left this area.
	1. John Shepherd proposed acceptance of EYTA officers and Committee. Ann Marie Dick seconded this. This was agreed unanimously
5. **Any Other Business**

The next Committee Meeting will be on Thursday 3rd December; they are held every two months

The meeting was then declared closed.

Chairperson ……………………………………. Date …………………………………

# The Constitution of Exeter Yaroslavl Twinning Association

* 1. 1) **NAME** of the organisation shall be the Exeter - Yaroslavl Twinning Association.

**2) AIMS** of the Association, which is non-party, non-discriminatory and pro-equality, are for the furtherance of mutual understanding and good relations between Britain and the Russian Federation through the link established between Exeter and Yaroslavl, to promote contacts between citizens and organisations of Exeter and Yaroslavl in consultation with the appropriate authorities.

**3)** **MEMBERSHIP** of the Association shall be open to all who accept the aims of the Association and agree to abide by its rules, and shall comprise:

a) FULL MEMBERS, paying an annual membership fee.

b) HONORARY LIFE MEMBERS. Membership conferred by the Committee on individuals who, in its opinion, have rendered conspicuous service to the association.

c) AFFILIATED ORGANISATIONS. Organisations whose written applications have been accepted by the Committee. Annual membership fee must not be less than the minimum fee determined by the Committee.

d) FEES. Membership fees shall be reviewed annually by the Committee and approved by the AGM. The Annual General Meeting will take place in October and Membership Fees will be due on 1 September of each year. The fee paid by any person or organisation joining in the period 1 July to 1 September shall provide membership until 31 August of the following year.

e) LAPSING. Any member or organisation nine months in arrears will be regarded as lapsed**.**

**4**) **GOVERNMENT** The affairs of the Association shall be regulated by a Committee which shall comprise Chairperson, Vice-Chairperson, Secretary, Treasurer and up to six ordinary members. The Committee shall be empowered to:

a) Appoint further officers, not necessarily from among the ordinary members;

b) Co-opt further members to assist the committee;

c) Appoint such sub-committees as may be necessary to expedite the work of the Association;

d) By a two-thirds majority vote, suspend or expel any member, who in its opinion is not acting in accordance with the aims and policy of the Association, or is seeking actively to undermine the work of the Association.

e)A Committee quorum shall consist of four members. The committee shall meet at least once every two months.

f)No committee member should participate in decisions concerning matters in which they have a financial or business interest. Any previous or forthcoming such business interests must be declared.

**5) GENERAL MEETING**

A General Meeting shall, ordinarily, be convened annually by the Committee on its own decision, or may be convened on request by at least one-third of the members, or in an emergency at any time by the Officers of the Association on their own decision. A minimum of one calendar month’s notice in writing shall be given to the members of the Association before convening a General Meeting, except in an emergency**.**

a) PARTICIPATION. The General Meeting shall be open to:

i) All paid-up members;

ii) Honorary Life Members;

iii) One delegate from each affiliated organisation;

iv) Representatives from organisations which in the opinion of the Committee support the aims of the Association;

v) Guest speakers and other persons invited by the Committee.

b) VOTING. Persons in categories 5(a)(i), (ii) and (iii) are entitled to vote. All other persons are not entitled to vote.

c) WORK. The General Meeting shall:

i) Formulate the main policies of the Association to be implemented by the Committee;

ii) Approve any amendments to the Constitution of the Association;

iii) Elect the Chairperson, Vice-Chairperson, Secretary, Treasurer and ordinary members of the Committee. Officers and other Members of the existing Committee may offer themselves for re-election to the same position or for election to a different position on the Committee; additional nominations shall be submitted to the Secretary no later than two weeks before the date of the General Meeting;

iv) Appoint Independent Financial Examiners who shall not be members of the Committee.

d) MOTIONS may be submitted to the Committee and must be received no later than two weeks before the date of a General Meeting.

e) AMENDMENTS TO THE CONSTITUTION. Motions to amend the Constitution may be submitted, and if accepted by a simple majority vote at the General Meeting must then be presented in writing to the entire membership, requiring a two-thirds majority of votes cast by post or by e-mail for acceptance.

**6) FUNDS AND ACCOUNTS** Exeter – Yaroslavl Twinning Association shall be a non-profit making organisation and its funds shall be used solely to further the aims of the Association. The Association’s accounts shall be independently financially examined annually. A financial report shall be made and the independently financially examined accounts presented to the General Meeting. Members of the Association shall not receive direct or indirect payment for their services, other than legitimate expenses incurred on behalf of the Association. In the event of dissolution of the Association, the funds of the Association shall be devoted to objectives similar to those of the Association. In no circumstances can such funds be distributed among the members.

**7) DISSOLUTION** The Association shall be dissolved at a Special General Meeting by resolution of the persons present and entitled to vote. Members must receive not less than one calendar months’ notice of the convening of such a meeting.

Version approved by members at AGM 15 October and officially adopted after confirmatory vote from 1 December 2020Constitution of Exeter Yaroslavl Twinning Association