

INTERNAL REGULATIONS

These regulations are drawn up to clarify the Statutes of the Association Franco-Anglaise, registered at Maison des Associations, 61 bis rue Paul Doumer à Royan (17200) and 1 rue des Vergnes à Saujon (17600).

Membership

Subscription

The subscription is aligned with the financial year (in France 1 January – 31 December).

Honorary members do not pay any subscription.

Ordinary members must pay an annual fee.

The amount of the subscription is to be set each year by the Committee and approved by the membership at the Annual General Meeting.

Subscriptions are due on 1 January and should be paid before 31 March at the latest, unless special arrangements have been made with the Committee.

Members who have not paid their subscriptions within the three months grace period will be considered as having resigned.

Subscriptions, once paid, are not reimbursable under any circumstances.

Admission of new members

In accordance with Article 5 of the Statutes, people wishing to join the Association must complete an application form.

A copy of the Statutes and the current Internal Regulations will be sent to each new member.

Operation of the Association

Composition of Committee

The Committee, composed of a minimum of 8 and maximum of 14 members, is elected for two years. The mandate of half the members is renewed each year. It should be composed, where possible, of equal numbers of Francophone and Anglophone members. Normally, candidates for the committee should have been members for at least one year. In exceptional circumstances, the committee may invite someone who has been a member for less than one year to stand. Members wishing to stand for the committee should declare their candidacy by the date questions close before the AGM.

At the first committee meeting after the AGM, the members of the committee will decide amongst themselves the officers and posts to be held. These will consist of a President, two Vice-Presidents, a Treasurer, an Assistant Treasurer and a Secretary and an Assistant Secretary (where possible there should be one French and one English postholder).

The Founding Members of the Association (3) are Honorary Members. The Honorary President will have the right to attend Committee meetings in an Executive (non-voting) capacity.

Committee meetings

In accordance with Article 10 of the Statutes, a quorum of 2/3 of the Committee must be present in order to validate any decision taken by those present.

Association activities

All activities are open to all members (unless there are medical, safety or numbers restrictions in force).

A proposed new activity must be submitted to the Committee and accepted before being organised.

Activity leaders are free to choose where their activity takes place. In case of a change in meeting place (except in unforeseen circumstances), they are required to inform the committee before the publication of the monthly programme.

Activity leaders may ask for contribution to defray any expenses incurred. They can fix them themselves, depending on the material used/supplied. A record must be kept on the appropriate sheet and sent every three months to the Treasurer.

Members will be advised in the monthly programme if there is a contribution payable for the activity.

Some activities may be open to both members and non-members of the AFA. Where this is the case, an increased contribution may be payable by the non-members, whilst in all cases priority will be given to members.

Some activities or outings require a reservation fee and an advance of Association funds. Before signing up for these activities, members will be required to pay a deposit. This deposit will be retained by the Association if the member subsequently cancels, in order to cover the costs incurred.

Social events

Social events such as social evenings and games nights are open to all. In concert with the rules above, if places are limited, priority will be given to members, whilst an increased entry fee may be payable by visitors.

Any modification to the organisation of social events must have the prior approval of the Committee.

Travel expenses

The Committee members and the activity leaders may claim for their travel expenses up to 0,35€ per kilometre, during a mission for AFA.

Miscellaneous Rules

Modification of Internal Regulations

The Internal Regulations have been drawn up by the Committee, conforming to Article 13 of the Statutes and ratified by the Members at an AGM. New internal regulations will be sent to all the members by post or email and posted on the Association website within one month of the ratification being made.

Royan, February 2nd 2024

President.