

HEXHAM LOCAL HISTORY SOCIETY

Constitution

1. Name

There shall be a Hexham Local History Society, formerly known as the Hexham Historical Group, in the County of Northumberland, hereinafter known as 'the Society'.

2. Object

The object of the Society shall be to promote the advancement of education by the study of Local History.

3. Membership

3.1 Membership of the Society shall be open to any person over the age of 18 years interested in furthering the objects and who has paid the annual subscription.

3.2 Every member shall have one vote.

4. Committee

4.1 The Committee shall consist of the following Officers: Chairman, Vice-Chairman, Honorary Secretary, Honorary Treasurer; together with six Committee Members.

4.2 Each year, Officers and Committee Members shall be elected by members at the Annual General Meeting of the Society. Serving Officers and Committee Members shall be eligible for re-election, except that the former may serve for a period not exceeding five years in the particular post that they hold.

4.3 Nominations for Officers and Committee Members shall be invited not less than three months prior to the date set for the AGM, through the Newsletter or by other direct communication to the Society's members. Members may nominate themselves. Those nominated by others must have indicated their willingness to serve.

4.4 The Committee shall have the power to fill casual vacancies and to co-opt up to two additional Committee Members.

4.5 The Committee of the Society shall meet at least twice a year. At meetings of the Committee the quorum shall be one third of its total membership.

5. Duties and Powers of the Committee

5.1 The Committee shall promote activities in furtherance of the objects of the Society;

5.2 The Committee shall admit members to the Society.

5.3 The Committee may by, unanimous vote and for good reason, terminate the membership of any individual. The individual concerned has the right to be heard by the Committee, accompanied by a friend, before a final decision is made.

5.4 The Committee shall administer such funds as may be available to the Society, and incur therefrom all such expenditure and enter into all such commitments as it deems necessary or desirable for the furtherance of the objects of the Society,

5.5 The Committee shall recommend to the Annual General Meeting subscriptions payable in the ensuing financial year. The financial year shall be from 1st January to 31st December.

5.6 The Committee shall be able to appoint sub-committees.

6. Annual General Meeting

6.1 Each year there shall be an Annual General Meeting of the Society at a time, date and place determined by the Committee.

6.2 Notice of an Annual General Meeting shall be given in writing to each single member or in a single communication to members holding a joint subscription; such notice shall be sent at least fourteen days prior to the meeting.

6.3 The notice specified in 6.2 shall permit written comments from members, particularly, but not exclusively, from those unable to attend the meeting. Such comments shall be sent to the Secretary at least seven days prior to the meeting and shall be made available at the meeting.

6.4 The notice specified in 6.2 shall be accompanied by the following documents and information, unless previously circulated:

- i) The Minutes of the last Annual General Meeting,
- ii) The Reports of the Honorary Secretary and Honorary Treasurer
- iii) The nominations for the Officers who are retiring and Committee Members for the ensuing year.
- iv) The nomination of two Honorary Auditors.
- v) The recommendation of the Committee concerning members' subscriptions payable in the ensuing financial year.
- vi) Details of any other matter requiring the consideration of the meeting.

6.5 At an Annual General Meeting:

- i) Resolutions, recommendations or nominations shall be voted on by a show of hands.
- ii) The item concerned is approved if it receives a simple majority of votes cast.
- iii) Where there is more than one candidate for the post of Officer or a vacancy on the Committee, the election shall be by ballot.

7. Special Meeting

7.1 Special Meetings of the Society may be called at any time by

- i) the Committee,
- ii) or on a requisition in writing sent by not less than ten members of the Society.

7.2 The Honorary Secretary of the Society shall give each member not less than twenty-one days notice of the date, time and place of such meetings.

7.3 The notice specified in 7.2 shall be accompanied by such documents and information as are considered necessary.

8 Amendments to the Constitution

8.1 No amendment may be made to Clause 1 (name of the charity clause), Clause 2 (the objects clause), clause 9 (the dissolution clause) or this clause without the prior consent in writing to the Commissioners.

8.2 Subject to the following provisions 'Of this clause and Clause 10.2, amendments to the Constitution may be considered at an Annual General Meeting or a Special Meeting. The Committee may accept postal votes from members unable to attend the Annual General Meeting or Special General Meeting as if members had been present and voting at the meeting provided all other provisions laid down in this clause are complied with. 8.3 Members shall be given twenty-one days to register their votes and the proposal shall be accepted if a simple majority is in favour.

8.4 For a proposal to amend the constitution to be accepted, it must receive a two-thirds majority.

8.5 Voting papers must accompany the agenda for the meeting.

9. Dissolution of the Society

9.1 If the Committee shall decide that it is necessary to dissolve the Society, it shall call a Special Meeting.

9.2 The Committee may accept postal votes from members unable to attend the Special Meeting as if members had been present and voting at the meeting.

9.3 For a proposal to dissolve the Society to be accepted, it must receive a two-thirds majority.

9.4 Voting papers must accompany the agenda for the meeting.

9.5 The Committee shall have the power to realise any assets held by or on behalf of the Society. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other charitable institution or institutions having objects similar to the objects of the Society as the members of the Society may determine or failing that shall be applied for some other charitable purpose.

10. Charitable Status

10.1 Until such time as members decide otherwise, the Society shall be a Registered Charity (No.1042198)

10.2 No amendment shall be made to the Constitution that shall have the effect of making the Society cease to be a charity at law.

November 2011