

# Draft Amendments to the Constitution of the Lustleigh Society

Proposed amendments are shown here in *bold italics* thus

## Name

The name of the Society shall be THE LUSTLEIGH SOCIETY.

## Status

*The Lustleigh Society is an “unincorporated association”. As such its property and funds do not belong to the members of the Society or the Committee; such assets must be used only for promoting the Aim and Objects as set out below.*

## Location

In the village of Lustleigh in the county of Devon.

## Aim

To stimulate, promote and preserve a continuing interest in the developing history, the customs and traditions, the archaeology and the natural history of Lustleigh in particular and the South West of England in general.

## Objects

- (1) To arrange and present a programme of lectures on topics relevant to the Aim of the Society.
- (2) To arrange visits to places of relevant interest.
- (3) To collect, safeguard, protect and maintain any relevant documents, papers, photographs, recordings and digital records as the Society may have or which may come into its possession .
- (4) To provide and manage a suitable repository, open to members of the public, for all such records.
- (5) To promote an interest in and care for the buildings, artefacts, monuments and other objects of historic or general interest in Lustleigh or its neighbourhood.
- (6) To keep a record of the changing character and traditions of Lustleigh and its neighbourhood.

## Membership

Full voting membership shall be open to all who are interested in the Aim and Objects of the Society on payment of an annual subscription (see below). Membership shall lapse automatically if the annual subscription remains unpaid six months after it falls due.

Optional Life Membership shall be available to full and would-be full members on payment of ten times the current annual subscription.

Temporary (non-voting) membership shall be open to all interested visitors. They may be invited to pay a reduced subscription per visit (see below) or, at the discretion of the Committee, make a voluntary donation to the Society.

Children under the age of 16 may become non-voting members on payment of half the annual subscription.

## **Subscriptions**

The annual subscription shall be determined from time to time, as need arises, by the Committee. Any amendment should be agreed at an AGM or, exceptionally, an EGM.

The annual subscription shall be due on the 1<sup>st</sup> January each year but may be paid at the preceding AGM.

The amount of any visitor's subscription shall be at the discretion of the Committee.

## **Meetings**

An AGM shall be held in or about November each year, not later than two months after the end of the financial year, to receive the Committee's report and accounts, to elect officers and members of the committee and to appoint auditors or examiners.

The Committee may also call an EGM as necessary.

At least 14 days notice of General Meetings, with an agenda, shall be given by public notice in the village.

All adult paid up members of the Society shall be eligible to vote at General Meetings when a quorum shall consist of not less than one quarter of the paid-up membership.

Voting shall be by a show of hands with the decision determined by simple majority. In the event of a tie the Chairman or an appointed deputy shall have the casting vote.

There shall be a minimum of three committee meetings each year.

The Committee shall also arrange lectures, outings and visits in pursuance of the Aim and Objects of the Society.

## **President and Vice-Presidents**

The Society may, from time to time at an AGM, elect a President and Vice-Presidents in recognition of their services to the Society. Nominations for such may be made by the Committee with the prior consent of the nominee. These appointments shall be for life.

## **Officers**

The officers of the Society shall be:  
Chairman, Vice Chairman, Honorary Secretary, Honorary Treasurer, and Archivist.

Exceptionally, the President or a Vice-President may act as Chairman.

With the exception of the Archivist, who shall be appointed by the Committee, the officers shall be elected at an AGM; each shall serve for 3 years and be eligible for re- election.

In the event of an officer vacating office the Committee shall appoint a replacement officer to serve until the next AGM; the officer then elected as replacement shall serve for the unexpired portion of the 3 year term and shall be eligible for re-election.

Nominations for the election of officers and members of the Committee shall be made before or at the AGM, each duly supported by a seconder. The prior consent of all nominees is required.

### **Committee**

The Committee shall consist of the President and Vice-Presidents, the officers and six other members of the Society who shall serve for 3 years each and thereafter be eligible for re-election. Additional members, with voting rights, may be co-opted from time to time as may be necessary. A quorum shall consist of *five* members.

### **Financial Management**

The Hon. Treasurer shall be responsible to the Committee for the proper management of the Society's finances. Proper accounts shall be maintained and tabled at the AGM and a statement of current balances shall be tabled at each Committee meeting.

The accounts shall be audited or examined annually by a suitably qualified person who shall not be a member of the Committee.

The accounting year shall run from 1<sup>st</sup> November to 31<sup>st</sup> October.

### **Powers**

In furtherance of the Objects but not otherwise, the Committee may exercise the power

- (1) To raise funds and invite and receive contributions providing that in raising funds the Committee shall not undertake any substantial permanent trading activities and shall conform to any relevant requirements of the law.
- (2) To buy, rent or take lease or in exchange any property necessary for the achievement of the Objects and maintain and equip it for use.
- (3) Subject to any consents required by Law to sell, lease or dispose of all or any part of the property of the Society.
- (4) Subject to any consents required by Law to borrow money and to charge all or any part of the property of the Society with repayment of the money so borrowed.
- (5) To co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the Objects or of similar charitable purposes and exchange information and advice with them.
- (6) To establish or support any charitable trusts, associations or institutions in furtherance of all or any of the Objects.

(7) Appoint and constitute such advisory committees (e.g. the Archives Sub-Committee) and ad hoc working parties as the Committee may think fit.

(8) To do all such other lawful things as are necessary for the achievement of the Objects.

### **Assets and Property**

Assets and property owned by the Society shall be the responsibility of the Committee who shall ensure that they are maintained and secured in good order at all times.

### **Insurance**

Where appropriate the Committee shall make adequate arrangements for insurance against loss of, or damage to, the Society's property, and to cover liability to third parties or damage to third party property.

### **Amendments to the Constitution**

This Constitution may be amended at an AGM, or at an EGM called for the purpose, with not less than 14 days public notice. Amendments may be proposed and seconded by voting members provided that 21 day's written notice, signed by the proposer and seconder, is delivered to the Hon. Secretary. Decisions shall be determined by a two-thirds majority of those present at the meeting. (See also the requirement for a quorum at General Meetings).

### **Dissolution**

The Society may be dissolved as deemed necessary by decision of the members after explanation, discussion and a vote at *a General Meeting*.

In the event of dissolution the available funds *remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to a charitable institution or institutions having Aims and Objects similar to those of the Lustleigh Society*, recommended by the Committee and approved by the membership at *a General Meeting*.

All documents, papers, photographs, recordings, digital records, software or other items shall first be offered to an appropriate local society or, failing this, to the Devon County Records Office, subject to the approval of the members of the Society at *a General Meeting*.