

BARTON ON HUMBER CIVIC SOCIETY CONSTITUTION

1 . NAME

The name of the Society shall be the Barton on Humber Civic Society.

2 . OBJECTS

The Society is established for the public benefit for the following purposes in the area comprising Barton on Humber and District, which area shall hereinafter be referred to as, "the area of benefit".

- A) To promote high standards of planning and architecture in the area of benefit
- B) To secure the preservation, protection, development and improvement of features of historic or public interest in the area of benefit.
- C) To promote and develop an awareness of, and involvement in, social, educational and cultural aspects of the area of benefit.

In furtherance of the said purposes but not otherwise the Society through its Executive Committee shall have the following powers:

- I) To promote research and to publish the results of any such research.
- ii) To act as a coordinating body and to co-operate with the local authority, planning committee, sanitary, drainage and all other local and statutory authorities, voluntary organisations, charities and persons having aims similar to those of the Society.
- iii) To promote or assist in promoting activities throughout the area of benefit in furtherance of the cultural and artistic life of the inhabitants thereof.
- iv) To publish papers, reports and other literature.
- v) To make surveys and prepare maps and plans and collect information in relation to any place, erection or building of beauty or historic interest within the area of benefit, for public benefit.
- vi) To hold meetings, lectures and exhibitions.
- vii) To stimulate public interest in the area of benefit and educate public opinion and to give advice and information.
- viii) To raise funds and to invite and receive contributions from any person or persons whatsoever by way of subscription, donation and otherwise; provided that the Society shall not undertake and permanent trading activities in raising funds for its primary purpose.
- ix) To take and accept any gifts of property, whether subject to any special trusts or not.

x) To sell, let, mortgage, dispose or to turn to account all or any of the property or funds for its primary purposes.

a) To buy, lease, or otherwise acquire buildings or land or any estate or interest therein.

b) To enter into and carry out contracts.

To borrow or raise money for the purposes of the Society on such terms and on such security as the Executive Committee shall think fit, but so that the liability of individual members of the Society shall in no case extend beyond the amount of their respective annual subscriptions.

xii) To do all such things as are necessary for the attainment of the said purposes.

3. MEMBERSHIP

Membership shall be open to all who are interested in actively furthering the purposes of the Society. No member shall have the power to vote at any meeting of the Society if his/her subscription is in arrears at the time. Junior members shall be those aged less than 18 years at the time their subscription is due; and they shall not be entitled to vote at any meeting of the Society. The subscriptions of a member joining the Society in the three months preceding 1st May in any year shall be regraded as covering membership for the Society's year commencing on 1st May following that date of joining the Society.

4. SUBSCRIPTIONS

Annual subscription rates and categories of membership shall be agreed by a simple majority vote at the Annual General Meeting or Special General Meeting.

5. MEETINGS

An Annual General Meeting shall be held in or about July of each year to receive the Executive Committee's report and audited accounts and to elect Officers and Members of the Committee.

a) The Committee shall decide when ordinary meetings of the Society shall be held and shall give at least 7 days notice of such meetings to all members. Special General Meetings of the Society shall be held at the written request of members representing not less than 10 per cent of the existing membership of the Society and whose subscriptions are fully paid up. Members personally present shall constitute a quorum for a meeting of the Society.

b) The Society shall adopt such Standing Orders as deemed necessary from time to time for the proper conduct of its business. These shall be Annex A.

6. OFFICERS

Nominations for the election of Officers and Committee Members shall be made in accordance with the Standing Orders Governing Elections. Such nominations shall be supported by a seconder and the consent of the proposed nominee must first have been obtained. The election of Officers shall be completed prior to the election of further Committee members. The Officers of the Society shall consist of;

Chairman
Vice Chairman
Honorary Secretary
Honorary Treasurer
Distribution Secretary
Publicity Officer
Programme Secretary

all of whom shall relinquish their office every year and shall be eligible for re-election at the Annual General Meeting. A President and Vice president may also be elected at a General Meeting of the Society for periods to be decided at such meeting. The Executive Committee shall have the power to fill casual vacancies occurring among the Officers of the Society.

7. THE EXECUTIVE COMMITTEE

The Executive Committee shall be responsible for the management and administration of the Society.

- a) The Executive Committee shall consist of the Officers and not more than 10 other members. The elected members of the Executive Committee shall be the trustees of the Society. The Committee shall have the power to co-opt no more than 8 additional members (including Local Authority representatives). Co-opted members shall attend in a non-voting capacity.
- b) Any Committee member who without good reason fails to attend 4 consecutive Committee Meetings should be deemed to have resigned from the Committee.
- c) The Officers and members of the Committee shall normally be resident in the area of benefit or work in the area of benefit but the Committee shall have the power to co-opt additional members from outside the area of benefit.
- d) The President and Vice President may attend any meeting of the Executive Committee but shall not vote at any such meeting. In the event of an equality in the votes cast, the Chairman shall have a second or casting vote.
- e) Elections to the Executive Committee shall be made in accordance with the Standing Orders Governing Elections, Annex B.
- f) The Executive Committee shall meet not less than six times a year at intervals of not more than two months and the Honorary Secretary shall give all members not less than seven days' notice of each meeting. The quorum shall, as near as may be, comprise one third of the members of the Executive Committee.

8. SUB-COMMITTEES

The Executive Committee may constitute such sub-committees from time to time as shall be

considered necessary for such purposes as shall be thought fit. The Chairman and Secretary for each sub-committee shall be appointed by the Executive Committee and all actions and proceedings of each sub-committee shall be reported to and be confirmed by the Executive Committee as soon as possible. Members of the Executive Committee may be members of any sub-committee and membership of a sub-committee shall be no bar to appointment to membership of the Executive Committee. Sub-committees shall be subordinate to the Executive Committee and may be regulate or dissolved by the Executive Committee.

9. EXPENSES OF ADMINISTRATION AND APPLICATION OF FUNDS

The Executive Committee shall, out of the funds of the Society, pay all proper expenses of administration and management of the Society. After the payment of such sums as may be deemed expedient, the remaining funds of the Society shall be applied by the Executive Committee in furtherance of the purposes of the Society.

10. INVESTMENT

All monies at any time belonging to the Society and not required for immediate application for its purposes shall be invested by the Executive Committee in or upon such investments securities or property as it may think fit, subject nevertheless to such authority, approval or consent whether by the Charity Commissioners or the Secretary of State for Education as may for the time being be required by law or by special trusts affecting any property in the hands of the Executive Committee.

11. TRUSTEES

Any freehold and leasehold property acquired by the Society shall and if the Executive Committee so directs any other property belonging to the Society may be vested in trustees who shall deal with such property as the Executive Committee may from time to time direct. Any trustees shall be at least three in number or a trust corporation. The power of appointment of new trustees shall be vested in the Executive Committee. A trustee need not be a member of the Society but no person whose membership lapses by virtue of paragraph 3 hereof shall thereafter be qualified to act as a trustee unless and until re-appointed as such by the Executive Committee. The Honorary Secretary shall from time to time notify the trustees in writing of any amendment hereto and the trustees shall not be bound by any such amendments in their duties as trustees unless such notice has been given. The Society shall be bound to indemnify the trustees against all expense incurred by the trustees in their duties (including the proper charge of trustee being a trust corporation) and liability under such indemnity shall be a proper administrative expense.

12. AMENDMENTS

This constitution may be amended by a two thirds majority of members present at an Annual or Special General Meeting of the Society, provided the 10 days' notice of the proposed amendment has been given to all members and provided that nothing herein contained shall authorise any amendment the effect of which would be to cause the Society at any time to cease to be a charity in law.

13. NOTICES

Any notice required to be given by these Rules shall be deemed to be duly given if left at or sent by prepaid post addressed to the address of that member last notified to the Secretary.

14. WINDING UP

The Society may be dissolved by a two-thirds majority of members voting at an Annual General Meeting or Special General Meeting of the Society confirmed by a simple majority of members voting at a further Special General Meeting held not less than 14 days after the previous meeting. If

a motion for the dissolution of the Society is to be proposed at an Annual General Meeting or a Special General Meeting this motion shall be referred to specifically when notice of the Meeting is given. In the event of the dissolution of the Society the available funds of the Society shall be transferred to such one or more charitable institutions having objects similar or reasonably similar to those herein before declared as shall be chosen by the Executive Committee and approved by the Meeting of the Society at which the decision to dissolve the Society is confirmed.

On dissolution the minute books and other records of the Society shall be deposited with the Civic Trust.

ANNEX A STANDING ORDERS (Still to be agreed)

ANNEX B STANDING ORDERS GOVERNING ELECTIONS

- 1) The financial year shall end on April 5th.
- 2) The Accounts shall be ready by the beginning of May.
- 3) The Newsletter shall be published by mid May.
- 4) The *AGM* shall be the fourth Friday in June.
- 5) A circular to all members shall be published in March requesting nominations.
- 6) Candidates shall be nominated by two members and signify their acceptance of that nomination.
- 7) The closing date for nominations shall be the newsletter deadline as advertised in the March circular.
- 8) Nominations may be accompanied by up to 50 words introducing each candidate.
- 9) Ballot forms will be available at the *AGM*. Those unable to attend the *AGM* can obtain a postal vote on request.