

## **Constitution of the Fishergate, Fulford and Heslington Local History Society**

### **1. Name**

The Society shall be known as the Fishergate, Fulford and Heslington Local History Society (“the Society”).

### **2. Aim, Objectives and Activities**

The aim of the Society is to advance the research, acquisition, sharing and storing of information, for public education and enjoyment of the history and heritage of Fishergate, Fulford and Heslington and environs, including the City of York.

The objective of the Society is to engender a greater understanding of the history and heritage of our area, so that people will value their surroundings more and seek to protect and enhance their environment for future generations to understand and enjoy.

The Society is to achieve these aims and objectives by means of:

- A. Meetings, lectures, exhibitions, guided walks and visits
- B. The recording of the historic heritage by means of photographs, drawings, manuscripts, oral histories, printed material, website, computers and any other appropriate medium.
- C. Encouraging and supporting members to pursue historical research in this area, and as far as reasonably possible, the fruits of that research to be made public to all.
- D. The publication of books, periodicals, pamphlets, guided walks and leaflets, etc. on relevant subjects.
- E. The acquisition and maintenance of resources, documents, drawings, photographs, maps and other relevant material in pursuit of the Society's activities.
- F. The acquisition and maintenance of equipment for the presentation, display and promotion of the Society's activities.

- G. Using the Society's resources for educational purposes, or aiding other organisations or individuals in furtherance of the Society's objectives.
- H. Presenting the activities, research and resources of the Society to the public via the Society's website, Facebook and Twitter account and other electronic media.

In furtherance of these aims and objectives, the Society may affiliate to, accept affiliation from, or cooperate with any body having similar aims and objectives to those of the Society.

### **3. Membership**

- A. Membership of the Society shall be open to all persons upon payment of the subscription for the current year. Subscriptions will be valid for the year from January 1st to December 31<sup>st</sup>. New members joining after November 1<sup>st</sup> may, at the discretion of the Committee, be assigned membership up to December 31<sup>st</sup> of the following year.
- B. The Committee of the Society shall have the power to refuse admission to the Society, to refuse to renew the membership of any member and to terminate the membership of any member, if in their view their continued membership would be harmful to the aims and objectives of the Society.

### **4. General Meetings**

- A. All paid-up members are entitled to attend and vote at general meetings.
- B. General meetings shall be called by the Committee with 21 clear days written or electronic notice to the members, specifying the business to be transacted. The agenda shall be issued no later than 14 days prior to the meeting.
- C. Members wishing to propose an item for discussion at a general meeting shall notify the Chair not less than 14 days prior to the meeting. The Chair shall decide whether such an item shall be included in the agenda.

- D. A general meeting may also be called by the Committee if at least 30 members sign and present a petition to the Committee calling for such a meeting and specifying the business to be transacted. Such a general meeting shall be held within 40 days of the petition being presented.
- E. A quorum at a general meeting shall be at least 20 members, or 10 percent of the current membership if greater.
- F. The current Chair shall preside if willing and able, otherwise some other member elected by a majority of those present.
- G. Except where otherwise provided in this constitution, every issue at a general meeting shall be decided by a simple majority of votes cast.
- H. Every member has one vote, save that the Chair may have a second, casting vote.
- I. Additional business not on the agenda shall only be conducted if agreed by a majority of members present.

## **5. The Annual General Meeting**

The AGM shall be held every calendar year, normally in March, at which the members:

- A. receive apologies for absence
- B. approve the minutes for the previous year's AGM
- C. receive a report on membership
- D. receive a report from the Chair about the Society's activities in the previous year, including how these have contributed to the aims and objectives, identifying shortcomings and offering suggestions for improvement
- E. receive the independently examined accounts of the Society for the previous calendar year
- F. determine the membership fee for the following year
- G. receive a report on the Society's website and other media

- H. elect from among the members of the Society a Chair for the coming year
- I. elect from among the members of the Society at least 5 and not more than 10 Committee members for the coming year
- J. appointment of an independent examiner for the accounts in the coming year
- K. may confer on any individual (with their consent), whether or not a member, the honorary title of Honorary Member, Patron, Vice President or President
- L. discuss and determine any other business previously notified on the agenda

## **6. Officers and Committee**

- A. The Committee shall meet at least four times per calendar year, either in person or by electronic means to be agreed by the Committee.
- B. At their first meeting after the AGM, the Committee shall elect from their number a Secretary, Treasurer and such other officers as they see fit.
- C. Committee members may retire by written notification at any time. Committee members may, after 14 days notification, be removed by a resolution agreed by 2/3 of all the other members of the Committee, after having considered any views presented by the Committee member concerned.
- D. The Committee may fill vacancies and co-opt up to two other members until the following AGM.
- E. The Committee shall determine the programme of events and activities for the Society
- F. The Committee may use the financial, material and other resources of the Society to promote the aims and objectives of the Society and may apply for grants to support those activities.
- G. Decisions of the Committee shall be made by simple majority vote. In the event of a tie, the Chair shall have a second, casting vote.

- H. The Committee shall have the power to make Regulations consistent with this Constitution about the running of the Society, including General Meetings, Committee Meetings, operation of Bank Accounts, charges for attendance at meetings for members and non-members, and commitment of funds.
- I. The quorum for a Committee meeting is four members, including the Chair, or Secretary or Treasurer.

## **7. Finance**

- A. The Financial Year of the Society shall run from January 1<sup>st</sup> and end on December 31<sup>st</sup>.
- B. All funds received shall be used only for the furtherance of the above aims and objectives of the Society.
- C. The Treasurer shall keep proper accounts of income and receipts of restricted and unrestricted funds. These shall be independently examined at the end of the financial year and a report presented to the AGM. If the examiner appointed by the AGM is unable to undertake the task, the Committee shall appoint a substitute.
- D. At least 3 and no more than 4 members of the Committee shall be authorised by the Committee to sign cheques. Two signatures shall be required on all cheques.
- E. No Committee member shall receive payment of money from the Society, except for reimbursement of costs, professional fees and out-of-pocket expenses for Society activities approved by the Committee.

## **8. Alterations to the Constitution**

- A. Alterations to the Constitution must be compatible with the above aims and objectives of the Society.
- B. Notice of a resolution for the alteration of the Constitution must be notified to all members at least 21 clear days before the meeting.

- C. Such a resolution shall be required to receive the assent of a two-thirds majority of the members present and voting at a General Meeting.

## 9. Dissolution

- A. The Society may be dissolved at a General Meeting by a resolution passed by a two-thirds majority of members present and voting at a meeting of the society of which at least twenty-eight days' notice shall have been given to members.
- B. Such resolution should include instruction for the disposal of any financial assets or property held by or in the name of the Society, provided that if any property remains after the satisfaction of all debts and liabilities such property shall not be paid among the members of the society but shall be given or transferred to such other institution or institutions (having objects similar to those of the Society) as the Society may determine.

## 10. Interpretation

The Committee shall be the sole authority for the interpretation of the rules set out in this Constitution and on matters not covered by the rules.

In case of *force majeure*, the Committee may vary any of the above regulations, which shall be reported to the next General Meeting.

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This Constitution was agreed at the General Meeting of the Society on

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Signed ..... Chair of the Society