

Harrietsham History Society

Constitution

Title

1. The title of the society shall be the 'Harrietsham History Society'.

Aims

2. The Society's aims are to: -
 - a) Provide opportunities to learn about local history & record knowledge acquired of changes past and present within the parish for the benefit of the public with the view to publishing the results. This may include neighbouring parishes should the need or interest arise. The results of our investigations will be passed on to local official bodies, if deemed of interest to them.
 - b) Increase public interest in the local history of Harrietsham & surrounding area.
 - c) Hold meetings or events over a 12 month period giving the members a variety of subjects which will be agreed by the committee, details of the meetings will be provided to all paid up members as soon as details have been confirmed.

Guidelines

3. Membership shall be open to any interested person and membership application may be submitted to any meeting of the Society.
 - a) Membership may be terminated by a 2/3rd majority vote of the Committee, but only after the member has been informed in writing with valid reasons, and has had the opportunity to attend a hearing.
 - b) Voting rights and subscription levels shall be decided at Annual or Special General Meetings.
 - c) Membership subscriptions are due on confirmation of membership and /or at the May meeting of each year.
 - d) A member cannot vote unless his/her subscription[s] are paid up.

Officers

4. The executive Officers for the Society shall be;
 - i) Chairman
 - ii) Secretary
 - iii) Treasurer
 - a) The Officers shall be elected annually at the AGM. The Committee have the ability to co-opt a replacement officer should the occasion arise. This appointment to be ratified at the next AGM.

- b) Nominations for Officers must be with the consent of the member concerned.
- c) Any Officer shall be entitled to reclaim reasonable expenses, e.g. postage / telephone calls etc., at the discretion of the Treasurer.

Management

- 5. Management of the Society shall be vested in the regular meetings. Business of greater importance shall be discussed at a convened SGM of which all paid up members shall be informed.
 - a) The funds of the Society shall be paid into an account or accounts operated by the committee in the name of the Society, all cheques drawn on the account must be signed by at least two members of the committee. The funds belonging to the Society shall be applied only in furthering its aims. The Treasurer shall be responsible for the financial administration and provide an annual report at the AGM.
 - b) An independent assessor shall be appointed to examine the accounts. This person shall not be a member of the Committee.
 - c) There shall be an annual general meeting of the Society which shall be held in September each year or as soon after as practical. Notice of the AGM shall be given to each paid up member at least 28 days in advance, as will any SGM that is called. All of the paid up members of the Society shall be entitled to vote at the meeting.
 - d) Any resolution put forward, for discussion and a vote at an AGM or SGM, must be notified to the Secretary in writing at least 14 days prior to that meeting.
 - e) The resolution of the majority present and voting at a meeting of the Society shall be binding. The Chairman does not usually vote but shall have the casting vote in the event of a tie.
 - f) The Constitution may be altered by a resolution passed by not less than two thirds of the members present voting at a general meeting, notice of the resolution setting out the terms of the alteration proposed.
 - g) Winding up of the Society – On the occasion of this ever being necessary, the treasurer shall release assets needed to finalise any affairs and the balance of assets shall be given to a charitable society chosen by the Society members

Signed. Peter Brown. Chairman dated 11th June 2012