

**THE SOMBORNE AND DISTRICT SOCIETY**  
Registered Charity No 276835

**(DRAFT) CONSTITUTION**  
*To be voted upon on the 28<sup>th</sup> July 2021*

**1. NAME**

The Society shall be called *The Somborne and District Society*

**2. AIMS AND OBJECTIVES**

The Society is established for the public benefit and for the following purposes in the area comprising King's Somborne and District (hereinafter called 'the area of benefit')

- (a) To stimulate and maintain public interest in the area of benefit particularly in relation to archaeology and local history
- (b) To aspire to preserve, protect and develop historic features and records of the area of benefit
- (c) To encourage studies of the area and publish the results of these studies for the public benefit
- (d) To foster high standards of local planning, particularly where this involves historical aspects of the area of benefit

Through its Committee, the Society shall further these aims and objectives by whatever means from time to time it thinks fit, being always consistent with its registration as a charity. In particular it will:

- (i) Foster interest in archaeology, local history and cultural activities through exhibitions, lectures, meetings and other activities including practical work
- (ii) Research, collect and publish historical records of the area of benefit
- (iii) Maintain permanent archives in order to preserve a record of the area of benefit
- (iv) Publish a regular Newsletter as a measure and record of its activities and achievements. The aim will be to publish and distribute this Newsletter free to all Members on a quarterly basis
- (v) Assist and co-operate with other local charitable organisations with similar aims and objectives
- (vi) Raise funds in order to finance a specific project, when appropriate, by means of contributions from any person or persons.

**3. MEMBERSHIP**

- (a) **Ordinary Members:** Subject to the discretion of the Committee, a person shall be considered a Member on the timely receipt by the Treasurer of their subscription. New Members shall receive a copy of the Constitution and be bound by it.
- (b) **Honorary Members:** The Society shall be able to reward Members who have given outstanding service by electing them as Honorary Members. As such they will not have to pay the annual subscription and will receive the Newsletter and notice of meetings. There shall be no more than six Honorary Members at any one time. The Committee shall decide those Members who, in their opinion, should be considered for Honorary Membership and the names shall be put forward for election at the Annual General Meeting of the Society. Honorary Members shall only cease to be such if:
  - (i) They request to be no longer in this category
  - (ii) They should die
  - (iii) They damage the reputation of the Society

In the latter event, after consideration by the Committee, if necessary, Members shall vote on the issue at the next Annual General Meeting.

**4. SUBSCRIPTIONS**

There shall be a single subscription for all adult Members who live within or locally to King's Somborne including Romsey, Winchester and Stockbridge. Members who live outside this area shall pay a subscription which includes a charge for postage. Members under 18 shall have a reduced rate. The subscription is annual and the rate shall be agreed at the AGM and once paid

shall not be refunded. The due date for subscriptions covering the membership year is 1 July and membership shall automatically lapse when a Member's subscription is not received by the Treasurer by 1 October.

## **5. PRESIDENT**

A President may be elected at an AGM to serve for a period of 5 years and may be re-elected for further 5 year periods. The President shall be granted an Honorary Membership of the Society. The President (or Chairman in the absence of) will preside at the AGM for the election of Officers and Committee members.

## **6. COMMITTEE and ADMINISTRATION**

- (a) Day to day running of the Society shall be by a Committee consisting of the following Members:
  - (i) Chairman, Secretary, Treasurer and no less than five and no more than eight elected Members of the Society, one of whom shall be elected by the Committee to be Vice-Chairman.
  - (ii) Up to three Members of the Society may be co-opted at any time to serve at the discretion of the Committee until the end of the financial year.
- (b) The President and Committee (including co-opted Members) shall be the Trustees of the Society.
- (c) The President, Officers and other members of the Committee shall be elected at the Annual General Meeting and shall be properly proposed and seconded before election.
- (d) The Chairman may hold office continuously for a period not exceeding three years, but may be re-elected for a further period of up to three years.
- (e) The Committee may make such rules as it sees fit to facilitate the achievement of the Society's aims and objectives, provided such rules would not cause the Society to cease to be a charity at law.
- (f) Cheques shall be signed by two Members of the Committee but Internet transactions may be undertaken by the Treasurer acting alone who shall account for such transactions at the next committee meeting.

## **7. ANNUAL GENERAL MEETING**

The Annual General Meeting shall be held each July. It shall be open to all Members who shall be given ten working days notice in writing of its date, time and place.

The business of the Annual General Meeting shall include:

- (a) A report on the Society's work for the year, for which a Minute Book shall be made available.
- (b) Outline of plans for the coming year.
- (c) Election of Officers and other Members of the Committee. Nominations of persons who have agreed to stand must be received in writing by the Secretary five working days before the meeting.
- (d) Accounts of the finance and membership of the Society which have been duly scrutinised by an Independent Examiner.
- (e) Appointment of the Independent Examiner of the accounts for the forthcoming year. This person of repute should not be a current office holder of the Society.
- (f) Consideration of matters submitted by Members in the form of a resolution. Such resolutions to be received by the Secretary in writing at least five working days before the meeting.
- (g) Consideration of any proposed changes in the Constitution which must be included in the notice of the Annual General Meeting.

## **8. EXTRAORDINARY GENERAL MEETING**

Any ten Members may require the Committee by notice in writing to the Secretary to arrange an Extraordinary General Meeting of the Society within thirty days.

## **9. QUORUM**

- (a) The quorum for the Annual General Meeting shall be not less than fifteen Members or ten percent of the current membership, whichever number is the lesser.
- (b) The quorum for Extraordinary General Meetings shall be fifteen Members or ten per cent of the current membership, whichever number is the lesser.
- (c) The quorum for committee meetings shall be five.

## **10. FINANCIAL YEAR**

The financial year of the Society shall end on 30 June each year, to which date the accounts shall be balanced.

## **11. SCRUTINY OF ACCOUNTS**

Accounts are to be examined annually by an Independent Examiner prior to their presentation at the Annual General Meeting, and a signed record of this scrutiny shall be available to all Members.

## **12. EXPENSES**

Reasonable expenses and fees shall be paid provided vouchers and/or signatures are produced. All expenditure exceeding £100 shall be authorised in advance by the Committee and no Ordinary, Honorary or Committee Member shall commit the Society to any expenditure whatsoever unless such expenditure has been authorised in writing by the Committee. Where events are planned which will incur prior expenditure, a budget shall be agreed by the Committee in advance.

## **13. CORRESPONDENCE**

Communications on behalf of the Society shall be signed by one or more officers of the Committee or such persons(s) authorised by the Committee as appropriate. Authorised publications shall bear the name(s) of the writer(s) and the Society.

## **14. INTERPRETATION**

Between Annual General Meetings, the Committee shall be the authority for the interpretation of the Constitution and rules of the Society. The decision of the Committee on any matter affecting the Society but not covered by the Constitution or rules shall be final and binding on Members.

## **15. AMENDMENT**

The Constitution may be added to, repealed or amended by approved resolution at any Annual General Meeting. No alteration or amendment shall be made to the Constitution or rules which would cause the Society to cease to be a charity at law.

## **16. WINDING UP**

In the event of the Society being dissolved, any assets remaining after satisfying any outstanding debts and liabilities shall be given to an association or society having similar charitable objectives.

28 July 2021