

Eynsham Society

CONSTITUTION

Revised in October 2003

1. **NAME.** The name shall be "The Eynsham Society".
2. **OBJECTS.** The objects of the Society are to improve and protect the village of Eynsham and the local environment for the public benefit. In furtherance of the above objects but not further or otherwise the Society may
 - i) co-operate with local authorities, planning committees, voluntary organisations and others having similar aims to those of the Society.
 - ii) obtain and give advice and information on any matter affecting the planning, improvement and protection of the area.

The Society shall affiliate itself to the Campaign to Protect Rural England (CPRE) through payment of an annual subscription, and shall in general support the local policies and activities of CPRE where these do not conflict with those of the Society. Members of the Society shall be encouraged to maintain personal membership of CPRE.

3. **DEFINITIONS.** The word '*Chairman*' defines the officer elected to take the Chair and shall be appropriate for either sex as shall be the word '*his*'.

The word '*Eynsham*' means the parish of Eynsham in Oxfordshire.

4. **MEMBERSHIP.** Unless appointed as a member by resolution at a General meeting, membership is open solely to those living in Eynsham. All members, whether personal members of CPRE or not, shall pay a membership fee annually to the Society. This fee is due on the 1st of March and is at present £3 and may be changed by Resolution at any Annual or other General Meeting of the Society provided that at least 14 days prior notice has been given to members.

Membership of the Society shall be deemed to have lapsed when a member's annual fee has not been paid to the Treasurer within one month of the due date.

5. **OFFICERS.** There shall be a Chairman, Vice-Chairman, Secretary, and Treasurer. No person may hold more than one office at the same time. The Chairman, or in his absence the Vice-Chairman, shall take the chair at all meetings. The Secretary shall take minutes of all meetings, those of Committee meetings to be circulated to Committee members. Any member may consult Committee minutes. The Vice-Chairman shall have all the powers of the Chairman in his absence. The Chairman shall be the sole spokesman for the Society except to the extent he delegates that function to any other member.

The funds of the Society shall be managed by the Treasurer under the direction of the Committee. The Society shall have the power to maintain bank accounts as the Committee shall direct. The signature of the Treasurer and one other officer shall be required for all withdrawals from and on any cheques issued by the Society's bank and building society accounts. The Treasurer is authorised to make payments not exceeding £50 from petty cash

against receipts for accounts and disbursements without a second signature. The Treasurer shall present a financial statement subject to audit, at the Annual General Meeting (AGM).

6. **MEETINGS.** There shall be an Annual General Meeting (AGM) held in February of each year at which elections of all officers and for the committee shall take place unless adjourned to another meeting. Each year there shall be at least six Committee meetings and three Ordinary meetings of the Society.

Members wishing to place matters on the agenda of the AGM or of an Ordinary meeting shall notify the Secretary at least 21 days before the date of that meeting. The agenda shall be drawn up by the Chairman and Secretary and circulated to all members 14 days before that meeting takes place. In the event of additional meetings being called, at least 14 days notice of each such meeting shall be given to all members. Not less than 10 members of the Society may together requisition a meeting of the Society by giving written notice to the Secretary and the Chairman shall then call the meeting, to be held within 21 days of the receipt by the Secretary of the requisition.

At meetings of the Society all members wishing to speak shall be afforded a reasonable opportunity to do so and the Chairman of the meeting shall ensure so far as possible that this is observed. All members when speaking shall address the chair. Resolutions shall be proposed and seconded before voting may take place and the names of the proposer and seconder shall be recorded in the Society's minutes. Except for Rule 10 Amendments to the Constitution and Rule 11 Dissolution voting shall, subject to Rule 9 Quorum, be determined by a simple majority of members present and voting and in the event of a stalemate the Chairman of the meeting shall have an additional casting vote.

The Chairman of the meeting shall refer back to the Committee any matter appearing to the meeting to require further investigation. At the discretion of the Committee, ordinary meetings of the Society shall be open to non-members interested in the activities of the Society.

The accidental omission to give notice of a meeting or the non-receipt of such notice by a person or body entitled to receive notice thereof shall not invalidate the proceedings of a meeting.

7. **ELECTIONS.** On giving notice of the AGM or other meeting of the Society at which elections are to take place the Secretary shall give the names of those elected members of the Committee who are retiring or offering for re-election or continuing to serve. Nominations for the Officers and Committee shall be in writing signed by a proposer and a seconder, to be in the hands of the Secretary at least 7 days before the date of the meeting. All members shall be eligible for election to the Committee. Ordinary membership shall be necessary to be eligible for election as an Officer of the Society.
8. **THE COMMITTEE.** The Committee shall manage the affairs of the Society. Election to the Committee shall be for a period of three years with eligibility for re-election at the end of that term.
- i) The Committee shall consist of not more than 15 elected members (including the officers of the Society).
 - ii) Death or Resignation or Incapacity. If any officer or committee member dies or resigns or becomes unable to carry out his responsibilities before the expiry of his term of office, the committee shall have power to co-opt a member to fill the vacancy. Membership of the committee of co-opted members shall end on the date of the next

AGM or other meeting of the Society at which elections take place following their appointment.

Unless for reasons acceptable to a Quorum of the Committee, committee members shall attend a minimum of three Committee meetings each year or forgo their committee membership by default becoming eligible for re-election at the following A.G.M.

9. **QUORUM.** At Committee meetings a quorum shall be 50% of the Committee members together with one additional member. At Society meetings a quorum shall be 15% of the membership of the Society. If either proportion involves a number less than a whole number, it shall be rounded up to the next whole number to constitute the quorum required.

10. **AMENDMENT TO CONSTITUTION.** Any proposed amendment to this Constitution shall be notified to the members of the Society at least 14 days before the date of the meeting at which it is to be considered and at that meeting a two thirds majority of those voting shall be required for its approval. If this Society is at any time granted Charity status no subsequent amendment may be adopted which would cause the Society to cease to be a Charity in law.

11. **DISSOLUTION.** If the committee, by simple majority, decides at any time that the Society shall be dissolved, it shall call a meeting of the members of which not fewer than 21 days notice shall be given. If such a decision shall be confirmed by no fewer than two-thirds of the members voting at the meeting, the committee shall have the power to realise any assets held by or on behalf of the Society. Any assets remaining after the satisfaction of all proper debts and liabilities shall be given or transferred to the Campaign to Protect Rural England or to such other charitable institution or institutions or purposes as the members may determine.

N. B. This Constitution dated October 2003 replaces all previous editions.