



## **1. Name**

The Name of the Society shall be called: **Thorner & District Historical Society.**

## **2. Objectives**

The objectives of the Society are to:

- (a) Maintain an association of those interested in the origin, history, changes and development of Thorner & District, which includes parishes contiguous with the Thorner Parish Council boundary.
- (b) Promote and encourage the study of Thorner & District genealogy, historical, biography, and related topics.
- (c) Promote the preservation, security and accessibility of relevant public and private archival and other material, or other media.
- (d) Publish Thorner & District research findings and additional relevant information in a Society Magazine or other appropriate publication and include websites and suitable mass media.
- (e) Promote relevant events & activities throughout the year and record these on an events calendar circulated regularly to members.
- (f) To be self-financing.

In furtherance of the above objectives the Society may:

1. Organise meetings, visits and lectures
2. Build up collections of books and documents
3. Preserve, transcribe and publish source material
4. Collaborate with individuals, organisations, including the villages & district, and others concerned with the topics covered in (1) above
5. Support the activities of the Federation of Family History Societies in its pursuit of these and similar objectives.

## **3. Affiliation**

This Society shall be a member of the Federation of Family History Societies & Towton Battlefield Society and have the power to associate with other organisations that have compatible and mutually supportive objectives.

## **4. Membership**

- (a) Membership of the Society shall be open to any individual showing an interest in the Society's objectives.
- (b) Applicants will be considered at the next committee meeting following their application and at which a decision will be taken as to acceptance or otherwise.
- (c) Subscriptions shall be payable at a time and rate determined by the Society's Executive Committee subject to the approval at the Society's Annual General Meeting (AGM). Membership must be recorded on a membership list with members contact details.
- (d) Membership will be deemed to have lapsed if subscriptions are more than three months in arrears.
- (e) The Society's Executive Committee may withdraw membership from members

whose activities are considered prejudicial to the Society. A suspended member has a right of appeal at an Annual or Extraordinary General Meeting.

## **5. Management of the Society**

(a) An Executive Committee consisting of up to eight members, including a Chairman, Secretary, Archivist and Treasurer, shall administer the Society. A quorum shall be four members.

(b) Duties of Officers shall be as follows:

Chairman:

Conduct the business of the meeting as per the agenda including voting on matters as necessary. If the Chairman is absent then a temporary Chairman must be elected. In the event of a split vote the Chairman will have casting vote.

Secretary:

Take minutes, issue notices, receive and send all correspondence on behalf of the Society. Record resolutions made. See item (8) below. Be responsible for the storage and filing of all correspondence and minutes.

Treasurer:

Keep accounts of the society's financial assets, presenting up to date accounts at meetings and organising audited accounts for the AGM.

See also items (6) and (9) Finance. Be responsible for overseeing the running of events and excursions and collecting monies due.

Archivist:

Be responsible for all the Society's digital and paper records. Record all artifacts in the Society's possession and organise central storage of same.

(c) The officers and other members of the Executive Committee shall be elected annually at the AGM. Nominations shall be submitted to the Secretary not less than ten days before the meeting takes place. If insufficient nominations have been received prior to the meeting the Chairman may accept nominations at the meeting from the floor.

(d) The Executive Committee shall have the power to co-opt additional members to fill vacancies or for some other purpose provided that the maximum number of Executive Committee members does not exceed eight.

(e) Only fully paid-up members of the Society may vote at a General Meeting.

(f) Committee members missing more than three meetings in any year will be deemed to have resigned their position.

(g) Executive Committee meetings shall normally be held every two months.

(h) Resolutions made and carried by a majority cannot be rescinded within 6 months.

## **6. General Meetings**

An Annual General Meeting of the Society shall be held each year no later than May 30<sup>th</sup> at a time and place determined by the Committee. Notice of the AGM shall be issued to all members of the Society not less than four weeks in advance specifying the business of the Meeting.

The business of the AGM shall include:

(a) A statement of the results of the ballot for Executive Committee members for the ensuing year.

(b) Receipt of the Committee's report on the activities of the Society during the

preceding year.

- (c) Receipt of the Society's statement of accounts for the year together with a report of the independent auditor's examination of the Society's accounts.
- (d) Approval of the statement of accounts.
- (e) Appointment of an Independent Auditor of the Society's statement of accounts for the forthcoming year ending April 30<sup>th</sup>.

A Special General Meeting may be convened at the request of the Executive Committee or 30% of Members with prior written notice issued at least 56 days beforehand. A quorum at such a meeting shall be not less than 20% of the membership.

### **7. Amendments to this Constitution**

The Constitution may be amended only at an AGM or an SGM provided the appropriate notice has been given. Amendments are only valid if supported by a two-thirds majority of those present.

### **8. Minutes**

The Executive Committee shall keep minutes of all General and Executive Committee meetings, including a record of those present and of all resolutions put and the decisions made. These minutes shall be kept in a form agreed by the committee.

The previous year's minutes shall be available at all Annual General Meetings.

Executive Committee Meetings minutes shall be confirmed at the next meeting and signed by the Chairman of that meeting as correct, after a vote. Copies shall be made available to all Committee members by email or other as is most expedient.

Votes taken and resolutions made will be clearly recorded

### **9. Finance**

All income and property of the Society shall be applied solely towards the promotion and execution of the objectives set out in Clause 2 above. No officer or member shall receive disbursements from the Society's funds unless it is by way of reasonable out-of-pocket expenses incurred on the Society's behalf and agreed at a general meeting.

The Executive Committee, or the Treasurer on its behalf, shall be responsible for the administration of the Society's funds and assets, and for books of accounts of the Society. The Treasurer shall cause proper books of accounts to be kept with respect of all sums of money received and expended by the Society.

The Society shall keep its funds at Lloyds Bank and appoint three authorised signatories, the signatures of any two being required on cheques and other documents. The executive committee may change bank account providers by voting on the Treasurer's recommendations.

The Annual Accounts shall be independently examined by an individual appointed under clause 6.1

### **10. Trustees**

The Executive Committee may appoint not less than three people to hold property in trust for the Society.

### **11. Dissolution**

The Society may be dissolved only at an AGM or an SGM, called for the purpose, by a resolution supported by three-quarters of those present. The resolution must specify the disposal of the Society's collections and other assets after debts and liabilities have been settled. This may involve their transfer to an appropriate organisation or institution with objectives compatible with those of the Society.