

# MORETONHAMPSTEAD HISTORY SOCIETY

## Constitution

### 1. Name

- 1.1 The Society shall be called the Moretonhampstead History Society hereinafter referred to as the Society.

### 2. Objectives

- 2.1 The Society exists to:

- A. Encourage the public to engage with history generally; and
- B. Specifically to promote their understanding, enjoyment and appreciation of history, archaeology, architecture, natural history and the traditional way of life of Moretonhampstead and its environs (the area of benefit) and the wider area of Dartmoor National Park and the county of Devon; and
- C. To assist in the protection, development and improvement of features of public interest, and the preservation and interpretation of records, in the area of benefit.

### 3. Powers

- 3.1 To achieve these objectives the Society may amongst other things:

- A. Research, study, obtain, store, preserve and conserve information and material relating to the history of the area of benefit
- B. Arrange lectures, exhibitions and field trips relating to historical subjects, places and events of both national and local significance
- C. Encourage local people to take a greater interest in both the history of the nation and the local historical fabric
- D. To raise funds to further these objectives
- E. To do such other lawful things as may further the objectives of the Society.

### 4. Membership

- 4.1 Membership of the Society is open to any person who is willing to pay the appropriate subscription.
- 4.2 The Society may elect honorary life members at the AGM.
- 4.3 The membership year shall be from the AGM and each paid-up member (including those less than two months in arrears) and honorary member may attend and shall have one vote at any meeting.

### 5. Administration

- 5.1 The Committee, as constituted below, is responsible for the work of the Society and its administration, including the management of its assets.
- 5.2 The Committee is also responsible for the routine business of the Society, which it shall conduct on behalf of the members.
- 5.3 The Committee shall propose annual subscriptions for the forthcoming year to the AGM, and may set guest fees or other charges (if any) appropriate to the Society's activities.
- 5.4 In carrying on the work of the Society, the Committee will pay heed to the requirements of the law concerning data protection and will observe the requirements of the General Data Protection Regulations (2016) through the application of a Privacy Statement detailing what may and may not be done with members' personal information.
- 5.5 The Society's Privacy Statement shall be drawn to the attention of all new members on joining the Society, and made available on the Society's website.
- 5.6 The appropriateness of the Society's Privacy Statement shall be kept under regular review by the Committee which shall propose any amendment on proper notice (8.2 and 8.3 below) to a general meeting of the Society.

## **6. The Committee**

- 6.1 The Committee shall consist of a Chairman, a Secretary, a Treasurer, a Programme Secretary and no fewer than two, nor more than four, other members.
- 6.2 The officers and other committee members shall be elected or re-elected at each AGM.
- 6.3 The proposal to re-elect officers and other committee members is to be shown in the notice of the meeting.
- 6.4 The nomination of new individuals to serve as officers or as members of the committee shall be given to the Secretary by their proposers and seconders in time for this information to be circulated to members with the notice of the AGM.
- 6.5 Should the need arise, the committee may co-opt additional members.

## **7. President**

- 7.1 A person may be invited by the Committee to serve as President for a period of five years..
- 7.2 This invitation shall be ratified by members at the subsequent AGM. Re-appointment of a President shall similarly be ratified by members at an AGM.
- 7.3 The President may serve as an ex-officio member of the committee.

## **8. Annual and extraordinary general meetings**

- 8.1 An AGM shall be held in October each year, or as soon as possible thereafter.
- 8.2 An agenda shall be circulated at least seven days in advance of the AGM.
- 8.3 The Committee may call an EGM giving seven days notice, and shall call one if notice has been given to the Secretary in writing with the matter to be discussed by twelve or more paid-up members.

## **9. Quorum**

- 9.1 The quorum at a Committee meeting shall be four members or at least half of the whole Committee, whichever is the greater.
- 9.2 The quorum at an AGM or an EGM shall be twelve members.

## **10. Accounts**

- 10.1 The Treasurer shall be responsible for operating the financial systems established by the Committee.
- 10.2 The financial year shall end on 31<sup>st</sup> July.
- 10.3 The accounts shall be checked in an authorised manner before being submitted for approval at the AGM.

## **11. Dissolution**

- 11.1 Should there be a proposal to dissolve the Society an EGM shall be called, the appropriate notice being given to all members.
- 11.2 In the event of a dissolution all records including all unpublished typescript and manuscript documents shall be deposited with Devon Record Office or a similar responsible body.
- 11.3 Any other assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to an organisation having objects similar to those of this Society, as the members may determine; if none exists in the parish of Moretonhampstead, such assets shall be deposited upon trust with the Parish Council of Moretonhampstead until such time as an organisation is set up which does have similar objects.

## **12. Review of this Constitution**

- 12.1 The appropriateness of this Constitution should be a matter kept under regular review by the Committee which shall propose any amendment on proper notice (8.2 and 8.3 above) to a general meeting of the Society.