

Sutton Courtenay Local History Society Constitution

1. Name

The name of the Society shall be the "Sutton Courtenay Local History Society"

2. Aims of the society

To promote an interest in local history among residents of Sutton Courtenay and the surrounding district by holding regular meetings and inviting guest speakers.

3. Objectives

- a. To undertake research on the history of the village and its neighbourhood
- b. To encourage and support research into family history

4. Management

The members shall elect a committee consisting of Chairman, Secretary, Treasurer and up to three other members. This committee is empowered to co-opt one or two additional members if thought desirable.

5. Rules

a. Annual General meeting

An AGM shall be held at which officers and committee members will be elected. The normal term of office will be up to three years. There will be a rolling three-year committee membership, with one third of the members retiring each year. Exceptionally, the AGM may waive this rule if there are no other suitable candidates for election.

b. Subscription

Members will pay an annual subscription to the Society, the amount of which will be reviewed annually at the AGM. A visitors' fee will be charged to non-members who attend meetings.

c. Bank account

The Treasurer shall set up one or more bank accounts, in accordance with the bank's standard club mandate. Signatories to be the Chairman, Secretary and Treasurer, any two of these to sign

d. Audit of accounts

An independent examiner shall be appointed by the Society to audit accounts annually before presentation to the AGM

e. Major policy changes

Changes to the policy or constitution shall be decided by members at the AGM or at a special meeting convened after giving 28 days notice.

f. Quorum

A quorum consisting of at least one officer and three committee members shall be necessary for any committee meeting.

g. Urgent decisions

Any two committee members may reach urgent decisions, subsequently justifying these to the full committee.

Adopted: 15th January 2008