



CONSTITUTION

Charity Registered in England and Wales Number 255287

This constitution supersedes the constitution and rules adopted on 28th February 1936 and subsequently amended on 26th October 1979, 5th November 1993 and 23rd April 1999. The constitution subsequently adopted on 11 April 2003 is also superseded.

1 NAME

The charity's name is The Haslemere Society

2 OBJECTS

THE OBJECT OF THE SOCIETY IS TO ORGANISE CONCERTED ACTION FOR THE IMPROVEMENT, PROTECTION AND PRESERVATION OF THE BUILT ENVIRONMENT, RURAL SCENERY OR FEATURES OF LOCAL INTEREST IN THE TOWN AND VILLAGES WITHIN THE HASLEMERE AREA.

3 TRUSTEES

The charity shall be managed by a committee of trustees who are appointed at the Annual General Meeting (AGM) of the charity.

4 CARRYING OUT THE OBJECTS

In order to carry out the charitable purposes, the trustees have the power to:

- i. raise funds, receive grants and donations
- ii. apply funds to carry out the work of the charity
- iii. co-operate with and support other charities with similar objects.
- iv. do anything else which is lawful and necessary to achieve the objects.

5 MEMBERSHIP

- i. The charity shall have a membership. People who support the work of the charity and are aged 18 or over, can apply to the trustees to become a member. Members shall pay an annual membership subscription and continue as members so long as the annual subscription is renewed. The trustees will keep an up-to-date membership list.

- ii. The trustees may remove a person's membership if they believe it is in the best interests of the charity. The member has the right to be heard by the trustees before the decision is made and can be accompanied by a friend.

6 ANNUAL GENERAL MEETING - AGM

- i. The AGM must be held every year, with 14 days' notice given to all members telling them what is on the agenda. Minutes must be kept of the AGM.
- ii. There must be at least twenty members present at the AGM.
- iii. Every member attending the AGM has one vote.
- iv. The trustees shall present the annual report, to include the accounts.
- v. Any member may stand for election as a trustee.
- vi. Members shall elect between 3 and 10 trustees to serve for the next year. They will retire at the next AGM but may stand for re-election.
- vii. Resolutions put to the meeting will be passed by a simple majority voting in favour.

7 TRUSTEE MEETINGS

- i. Trustees must hold at least 3 meetings each year. They will elect a chair, treasurer and secretary. Trustees may act by majority decision.
- ii. No person may serve for a period of more than 6 years as chair, treasurer or secretary unless the trustees conclude by unanimous decision that it is in the interests of the society for them to do so
- iii. At least 3 trustees must be present at the meeting to be able to take decisions. Minutes shall be kept for every meeting.
- iv. If trustees have a conflict of interest, they must declare it and leave the meeting while this matter is being discussed or decided.
- v. During the year, the trustees may appoint up to 2 additional trustees. They will stand down at the next AGM.
- vi. The trustees may make reasonable additional rules to help run the charity. These rules must not conflict with this constitution or the law.

8 MONEY AND PROPERTY

- i. Money and property must only be used for the charity's purposes.
- ii. Trustees must keep accounts. The accounts will be made up to 30 June each year. The most recent annual accounts can be seen by anybody on request.
- iii. Trustees cannot receive any money or property from the charity, except to refund reasonable out of pocket expenses.

- iv. Money must be held in the charity’s bank account. Payments for small amounts (to be determined by the trustees from time to time) may be signed and approved by one trustee. Payments above this amount must be signed and approved by two trustees.

9 GENERAL MEETINGS

- i. If the Trustees consider it is necessary to change the constitution, or wind up the charity, they must call a General Meeting so that the membership can make the decision. Trustees must also call a General Meeting if they receive a written request from 20 or more members. All members must be given 14 days’ notice and told the reason for the meeting. All decisions require a simple majority of members attending. Minutes must be kept.
- ii. **Winding up** - any money or property remaining after payment of debts must be given to a charity with similar purposes to this one.
- iii. **Changes to the Constitution** - can be made at AGMs or General Meetings. No change can be made that would make the organisation no longer a charity.
- iv. Trustees may also call a General Meeting to consult the membership

10 ADOPTION OF THIS CONSTITUTION

This constitution was adopted at the Annual General Meeting held on XX XX XXXX

SIGNED

----- Chairman

----- Treasurer

----- Secretary