

Constitution of the Grange over Sands Lecture Society

REGISTERED CHARITY No 702671

Adopted 3rd September 2022

1. The Society

a) The Society shall be called "Grange-over-Sands Lecture Society" hereinafter called "The Society".

b) The Society will be registered as a charity under English law.

c) The object of the Society shall be to advance the education of the public in particular by organising and providing public lectures for the benefit of the residents of Grange-over-Sands and surrounding areas.

2. Membership

a) Membership shall be open to anyone having an interest in the object of the Society and shall be in the form prescribed from time to time by the Committee.

b) There shall be an annual subscription the amount and method of payment of which shall be decided by the Committee.

c) Membership terms end on 31st August each year.

3. Management

a) The Society shall be governed by a Committee (hereinafter called "the Committee") consisting of:-

- i) The Society's President
- ii) The Society's Vice President
- iii) The Society's General Secretary
- iv) The Society's Treasurer
- v) The Society's Programme Secretary
- vi) Up to seven ordinary Committee Members.

b) The Committee may co-opt, by a two thirds majority, Members to fill any vacancies in the posts above and up to three additional Committee Members to ensure that they have access to the necessary skills to manage the Society. Co-opted Members serve until the next Annual General Meeting or their resignation.

c) Members of the Committee must act collectively as Charity Trustees of the Society, and in the best interests of its members following relevant Charity Commission guidance.

d) Meetings of the Committee shall be called at least three times a year.

4. Governance

- a) The Annual General Meeting shall be held within six months of the end of the Society's financial year and not later than fifteen months after the previous Annual General Meeting.
- b) The Annual General Meeting shall consider the following business:
- i) Receive the Trustees' Annual Report and Accounts
 - ii) Elect the following officers of the Society:
 - President
 - Vice President and President Elect for the following year
 - General Secretary
 - Treasurer
 - Programme Secretary
 - iv) Elect up to seven Committee Members
 - v) Elect an Auditor or Independent Examiner/Scrutineer as appropriate
 - vi) Any other business relevant to the running of the Society.
- c) Nominations for the Committee shall be supported by two members with an undertaking by the nominee that they are willing to serve. The detail of the process will be published by the committee in advance of the AGM.
- d) Any Annual General Meeting, Extraordinary General Meeting or Committee meeting of the Society shall be chaired by the President whom failing the Vice President whom failing a person duly elected for the purpose by the meeting.
- e) An Extraordinary General Meeting may be called by a minimum of 10% of the membership making a request in writing to the General Secretary. Notice of such meeting shall be given to the membership within twenty-eight days of the request being received and be given at least seven days before the date of the meeting. The notice will include appropriate information to allow members to make an informed decision. The Committee will provide details of how the views of members unable to be present can be taken into account.
- f) A quorum at an Annual General Meeting or an Extraordinary General Meeting shall be twenty members present and entitled to vote the number including at least five members of the Committee and ten ordinary Members.
- g) A quorum at a Committee meeting shall be five Committee Members including at least two of the Society's Officers.
- h) Decisions are made by a majority of votes of those present at the meeting unless these rules specify otherwise. In the event of an equal number of votes being cast on either side in any issue the chair does not have a second casting vote and the matter is taken not to have been carried.
- i) Any of these rules may be altered or substituted or deleted by a majority of two-thirds of the committee provided that no alteration, substitution or deletion shall be made which would have the effect of causing the Society to cease to be charity at law. Any changes so made must be confirmed at the next General Meeting.

5. Finance and assets

a) The Committee must arrange with a reputable bank to hold the Society's funds apart from such petty cash as the Committee shall in their absolute discretion decided will be held by the Treasurer.

b) In addition to the Treasurer the Committee will appoint at least two other of their number as registered to authorise financial transactions, specimens of whose signatures shall be given to the Bank. Two of those registered will be entitled to authorise transactions jointly or severally on behalf of the Society.

c) The financial year will be from 28th February until the 27th February the following year. Copies of the accounts will be available to all members attending the Annual General Meeting.

d) An auditor or independent examiner or scrutineer will be elected each year to audit the accounts before presentation at the next Annual General Meeting where turnover is greater than £1,000. For turnover less than £1,000 the accounts will be approved by the Committee.

6. Closure of the Society

a) Should the Committee recommend for any reason that the Society should be dissolved they shall call an Extraordinary General Meeting for the purpose of consulting the membership. If the meeting shall decide, by a majority of two-thirds of the members voting, to dissolve the Society it shall also decide upon how any surplus assets shall be disposed of.

b) Any assets remaining on dissolution after satisfaction of all debts and liabilities shall not be divided among the members of the Society but shall be given or transferred to some other charitable institution or institutions having objects similar to those of the Society and if and so far as the effect cannot be given to that provision then to some other charitable object or objects.

Tim Leader – General Secretary 3.9.22

Gill Mitchell – President

Charity registered address:

17 Berners Close, Grange over Sands LA11 7DQ

Trustees at time of adoption:

Gill Mitchell, Clive Adkin, Karen Botosh, Trevor Cook, Malcolm Kimber, Tim Leader, Jeff Pattison, Peter Ratcliffe, Annette Shaw and Steve Skelton.