

# FROME SOCIETY FOR LOCAL STUDY

*(Registered Charity No: 292340)*

CONSTITUTION As amended at an Annual General Meeting held on 25<sup>th</sup> March 2017

1. The Charity's name is the Frome Society for Local Study

## 2. **Objects**

The objects of the Society shall be

A) to advance the education of the public in, the Local History, Geology, Archaeology, Natural History, and Architecture of Frome and the surrounding area and to enable the same through a programme of talks and visits and through the publication of documents, books and leaflets

B) To stimulate public interest in and care for the beauty, history and character of Frome and the surrounding area by promoting high standards of urban and environmental design in particular relating to planning, transport and the environment and to encourage the public to get involved in caring for the environment and the public realm and to respond to all major or significant planning applications and developments

C) To assist the restoration and preservation of buildings and artefacts in Frome and the surrounding area and to commission commemorative plaques by the provision of grants

3. In furtherance of the above objects but not further or otherwise, the Society shall have the power to compile and preserve local records, foster the preservation of any feature of Frome deemed to be of special merit and do all such things as shall be necessary for the furtherance of the above objects provided that the Society shall not engage in permanent trading activities

## 4. **Trustees**

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

## 5. **Carrying out the Objects**

In order to carry out the charitable objects, the Trustees have the power to:

- A) raise funds, receive grants and donations
- B) Apply funds to carry out the work of the charity
- C) Co-operate with and support other charities with similar objects
- D) Do anything which is lawful and necessary to achieve the objects

## **6. Membership**

The charity shall have a membership which shall include life members and honorary members. People who support the work of the charity can apply to the Trustees to become a member upon payment of an Annual Subscription (to be determined by the Trustees) which shall be due on the 1<sup>st</sup> January of each year. Any member whose subscription is more than one month overdue shall be notified and if the subscription is not paid by 30<sup>th</sup> June his or her membership shall lapse

## **7. Annual General Meeting - AGM**

A) The AGM must be held every year, not later than three months after the end of the financial year, with 14 days notice being given to all members telling them what is on the agenda. Minutes must be kept of the AGM

B) There must be present at the AGM at least one-tenth of the total membership

C) Each member has one vote

D) The Trustees shall present the annual report and accounts

E) Any member may stand for election as a Trustee

F) Members shall elect a maximum of 8 Trustees to serve for the next year. Those Trustees together with further members also elected at the AGM shall serve on a Management Committee of the charity. They will retire at the next AGM but may stand for re-election. A Chairman, Vice-Chairman, Secretary, Treasurer, Membership Secretary and Civic Society representative will be appointed at the AGM from those elected on to the Management Committee.

## **8. Trustee Meetings**

A) Trustees must hold 3 meetings each year

B) At least 5 Trustees must be present at the meeting to be able to make decisions. Minutes shall be kept for every meeting

C) If Trustees have a conflict of interest they must declare it and leave the meeting while the matter is being discussed or decided

D) During the year the Trustees may appoint up to 2 additional Trustees. They will stand down at the next AGM

E) The Trustees may make reasonable additional rules to help run the charity including the setting up of sub-committees. These rules must not conflict with this constitution or the law

## **9. Money and Property**

A) Money and property must only be used for the charity's purposes

B) Trustees must keep accounts. The most recent annual accounts can be seen by anybody on request

C) Trustees cannot receive any money or property from the charity, except to refund reasonable out of pocket expenses

D) Money must be held in bank and savings accounts in the name of the charity.

E) All cheques must be signed by two signatories, one of whom must be a Trustee

## **10. Meetings**

A Special General Meeting may be called by the Committee at their discretion at any time and shall be called on the written demand, addressed to the Secretary, of at least ten per cent of the members of the Society. Such a meeting to be held within one month of the demand being made. Alterations to the Constitution of the Society shall receive the assent of two-thirds of the members present and voting at an Annual General Meeting or Special General Meeting

A resolution for the alteration of the constitution must be received by the Secretary of the Society at least 21 days before the meeting at which the resolution is to be brought forward. At least 14 days notice of such a meeting must be given by the Secretary to the membership and must include notice of the alteration proposed. Provided that no alteration to the clauses (2) Objects, 11 (Dissolution) or this clause shall take effect until the approval in writing of the Charity Commissioners or other authority having charitable jurisdiction shall have been obtained: and no alteration shall be made which would have the effect of causing the Society to cease to be a charity at law

11. The Society may be dissolved by a Resolution passed by a two-thirds majority of those present and voting at a Special General Meeting convened for the purpose of which 21 days notice shall have been given (to the members). Such resolution may give instructions for the disposal of any assets held by or in the name of the Society, provided that if any property remains after the satisfaction of all debts and liabilities such property shall not be paid to or distributed among the members of the Society but shall be given or transferred to such other charitable institution having objects similar to some or all the objects of the Society as the Society may with the approval of the Charity Commissioners or other authority having charitable jurisdiction determine.