

CONSTITUTION OF THE WARWICKSHIRE LOCAL HISTORY SOCIETY

1. Name

The name of the Society shall be the Warwickshire Local History Society.

2. Affiliation

The Society shall hold membership of the British Association of Local History

3. Object

The object of the Society shall be to promote the advancement of public education in the local history of Warwickshire. In furtherance of the above object but not further or otherwise the Society may:

- (a) co-operate with other bodies having similar interests
- (b) encourage the preservation of local records, antiquities and objects of historical interest
- (c) demonstrate ways of studying local history by sponsoring lectures and discussions, and by arranging investigations and visits
- (d) collect and make available information on local history projects and sources within the county
- (e) undertake such publications as the resources of the Society may permit from time to time
- (f) take other steps which may be necessary in achieving the objects of the Society
- (g) to take any other steps which may appear to be desirable in achieving the objects set out above.

4. Membership

- (a) Membership of the Society shall be open to any person, society, organization, library or corporate body interested in promoting its objects.
- (b) Members shall pay such annual subscriptions as may be decided by the Executive Committee from time to time.

5. Meetings

- (a) A General Meeting shall be held annually within five months of the end of the Financial Year, at which the Society shall elect its officers, and appoint an Executive Committee. The meeting shall also consider the accounts of the previous financial year, which will have been examined by a competent person.
- (b) Twenty-eight clear days' notice of the Annual Meeting shall be given in writing to each member of the Society.
- (c) Nominations (with the approval of the person nominated) for the officers and Executive Committee must be submitted in writing and be received by the Secretary not less than seven days prior to the Annual Meeting.
- (d) The Secretary shall at seven clear days' notice convene a Special General meeting upon receipt of a written request from the Chairman or from any six individual members or from any three member institutions.
- (e) Each member institution may send two representatives to meetings of the Society. Each such representative and each individual member shall be entitled to one vote.

6. Officers

(a) The officers of the Society shall consist of a Chairman, Vice-chairman, Honorary Secretary, Honorary Treasurer, Honorary Editor, Programme Secretary and Membership Secretary. Any of these offices may be held jointly.

(b) Members of the Society and representatives of member institutions shall be eligible for election as officers.

(c) The Chairman of the Society shall hold office for not more than three years consecutively, but shall be eligible for re-election after an interval of one year. Other officers shall be elected annually.

(d) The Society may elect a president and up to three Vice Presidents may be elected annually by the Annual General Meeting, who shall not be members of the Executive Committee.

7. Executive Committee

(a) The business of the Society shall be managed by an Executive Committee, consisting of the officers of the Society and not less than four nor more than twelve other persons, who shall be individual members of the Society or representatives of member institutions.

(b) In addition, the Committee may co-opt up to three persons, whether members of the Society or not, for the purpose of giving expert or professional advice.

(c) Five members of the Executive Committee shall form a quorum.

(d) The Executive Committee may appoint such sub-committees as appear necessary and define their terms of reference.

(e) The Executive Committee shall meet at the times and places that they may themselves appoint.

(f) The Executive Committee shall have power to fill vacancies in their number and also vacancies in the officers of the Society between the Annual General Meetings of the members.

8. Finance

(a) The Society's financial year shall run from the 1st January to the 31st December next following and membership subscriptions shall be payable on 1st January each year.

(b) The Executive Committee shall be empowered to invest on behalf of the Society all money received from subscriptions and other sources.

9. Profits

The income and property of the Society shall be applied solely towards the promotion of the objects of the Society and no portion shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to members of the Society.

10. Dissolution

If, after the dissolution of the Society, and the satisfaction of all its debts and liabilities, there remains any property whatsoever, the same shall be given or transferred to some other Society, Institution, or Organisation having objects similar to the objects of the Society and which is established for charitable purposes only, subject to the approval of the Charity Commissioners for England and Wales.

11. Amendment of the Constitution

(a) No alteration of this Constitution may be made except by a resolution passed by a two-thirds majority of the representatives and members present at a General Meeting of the Society, provided that no alteration shall be made which would cause the Charity to cease to be charitable at law.

(b) Notice of any motion for such amendment or addition must be given in writing to the Secretary of the Society not less than twenty-one clear days before the meeting, and a copy of any such proposed alteration shall be sent to each institution and person in membership of the Society at the time of the sending out of the agenda for the General Meeting.

6th edition, amended 20th March, 2020