

## **CONSTITUTION**

### **NAME**

The name of the Society shall be the KIRKBY LONSDALE AND DISTRICT CIVIC SOCIETY.

### **OBJECTS**

The Society exists for the public benefit for the following purposes:

- a) To protect and preserve and stimulate public interest in the area comprising the civil parishes of Kirkby Lonsdale, Barbon, Casterton, Hutton Roof, Lupton, Mansergh and Middleton which area is hereinafter referred to as "the area of benefit".
- b) To promote high standards of town planning and architecture in or affecting the area of benefit.
- c) To inform the public in the geography, history, natural history and architecture of the area of benefit.
- d) To secure the preservation, conservation, development and improvement of features of historic or public interest in the area of benefit.

In furtherance of the said purposes but not otherwise the Society through its Committee shall have the following powers:

1. To promote research into any aspect of the objects of the Society and its work, and to disseminate the results of such research for the public benefit.
2. To act as a coordinating body with local councils and their agents.
3. To comment on and make representations to the local and other planning authorities in relation to planning applications and other development proposals
4. To cooperate with voluntary organizations and persons having aims similar to those of the Society.
5. To promote or assist in promoting activities of a charitable nature in furtherance of the civic and cultural life of the residents.
6. To hold meetings, lectures, exhibitions and courses.
7. To publish papers, reports and other literature.
8. To inform the public and to give advice and information
9. To raise funds and to invite and receive contributions from any person or persons whatsoever by way of subscription, donation and otherwise; provided that the Society shall not undertake any permanent trading activities in raising funds for its primary purpose.
10. To take and accept gifts of property, whether subject to any special trust or not.
11. To sell, let, mortgage, dispose of, or turn to account all or any of the property or funds of the Society as shall be necessary.
12. To borrow or raise money for the purposes of the Society on such terms and on such security as the committee shall think fit, but so that the liability of individual members of the Society shall in no case extend beyond the amount of their respective annual subscriptions.
13. To do all such other things as are necessary for the attainment of the said purposes.

## **MEMBERSHIP**

Membership shall be open to all. No member shall have the power to vote at any meeting of the Society if his membership is in arrears at the time. The subscriptions of a member joining the Society in the three months preceding the first day of January in any year shall be regarded as covering membership for the Society's year commencing on the first day of January following the date of joining the Society.

The Annual Meeting of the Society may elect Honorary Life Members who shall be entitled to all the benefits of the Society.

## **SUBSCRIPTIONS**

The subscriptions shall be set at the Annual Meeting of the Society (or other Meeting properly convened for that purpose) for the following calendar year by simple majority of those present:

Subscriptions for the following classes of membership shall be set:

Ordinary membership

Family membership

Life membership (single and family)

Subscriptions shall be due on the 1<sup>st</sup> January and membership shall lapse if the subscription is unpaid three months after it is due.

## **MEETINGS**

An Annual General Meeting shall be held normally held in March of each year and not later than October to receive the Committee's report and accounts, and to elect Officers and Members of the Committee. The Committee shall decide when ordinary meetings of the Society shall be held and shall give at least fourteen days' notice of such meetings to all members. Special General Meetings of the Society shall be held at the written request of members representing not less than 10 per cent of the existing membership of the Society and whose subscriptions are fully paid up, and the secretary or (in his/her absence) another member of the Committee shall give at least seven days notice of such a meeting to all members. Twenty-one members or one third of members in good standing whichever is the lesser and who are personally present shall constitute a quorum for a meeting of the Society.

## **OFFICERS**

Nominations for the election of officers shall be made at or before the Annual General Meeting. Such nominations shall be supported by a seconder and the consent of the proposed nominee must first have been obtained. The election of Officers which shall, if required, be by ballot in such manner as shall be determined shall be completed prior to the election of further Committee members. The Officers of the Society shall consist of:

Chairman

Honorary Secretary

Honorary Treasurer

Membership Secretary

all of whom shall relinquish their office every year and shall be eligible for re-election at the Annual General Meeting. The Committee shall have the power to fill casual vacancies occurring among the Officers of the Society.

## **THE COMMITTEE**

The Committee shall be responsible for the management and administration of the Society. The Committee shall consist of the Officers and not more than eight other members. The Committee shall have power to fill casual vacancies and to co-opt further members (who shall attend in an advisory and non-voting capacity). The Officers and members of the Committee shall normally be resident or otherwise have a demonstrable interest in, the area of benefit but the Committee shall have the power to co-opt additional members from outside the area of benefit. In the event of an equality in the votes cast, the Chairman shall have a second or casting vote. Nominations for election to the Committee shall be made at or before the Annual General Meeting. They must be supported by a seconder and the consent of the proposed nominee must first have been obtained. If the nominations exceed the number of vacancies, a ballot shall take place in such manner as shall be determined.

Members of the Committee shall be appointed annually at the Annual General Meeting of the Society. Outgoing members may be re-appointed. The Committee shall meet not less than four times a year at intervals of not more than three months and the Honorary Secretary shall give all members not less than seven days notice of each meeting. The quorum shall, as near as may be, comprise five members of the Committee.

## **SUB-COMMITTEES**

The Committee may constitute such sub-committees from their members and from time to time as shall be considered necessary for such purposes as shall be thought fit. All actions and proceedings of each sub-committee shall be reported to and be confirmed by the Committee as soon as possible. Sub-committees shall be subordinate to the Committee and may be regulated or dissolved by the Committee.

## **DECLARATION OF INTEREST**

Any member of the committee who is in any way directly or indirectly interested financially, in a personal or business capacity, in any item discussed at any committee meeting shall not vote on that item.

## **EXPENSES OF ADMINISTRATION AND APPLICATION OF FUNDS**

The Committee shall, out of the funds of the Society, pay all proper expenses of administration and management of the Society. After the payment of the administration and management expenses and setting aside to reserve of such sums as may be deemed expedient the remaining funds of the Society shall be applied by the Committee in furtherance of the purposes of the Society.

## **INVESTMENT**

All monies at any time belonging to the Society and not required for immediate application for its purpose shall be invested by the Committee in accordance with the requirements of the Charity Commission.

## **TRUSTEES**

Any freehold and leasehold property acquired by the Society by gift or purchase shall, and if the Committee so directs any other property belonging to the Society, may be vested in trustees who shall deal with such property as the Committee may from time to time direct. Any trustees shall be at least three in number or a trust corporation. The power of appointment of new trustees shall be vested in the Committee. A trustee need not be a member of the Society but no person whose membership lapses by virtue of paragraph 3 hereof shall thereafter be qualified to act as a trustee, unless and until re-appointed as such by the committee.

The Hon Secretary shall from time to time notify the trustees in writing of any amendment hereto and the trustees shall not be bound by any such amendments in their duties as trustees unless such notice has been given. The Society shall be bound to indemnify the trustees against all expense incurred by the trustees in their duties (including the proper charge of a trustee being a trust corporation) and liability under such indemnity shall be a proper administration expense.

## **AMENDMENTS**

This constitution may be amended by a two-thirds majority of members present at an Annual or Special General Meeting of the Society, provided that fourteen days notice of the proposed amendment has been given to all members, and provided that nothing herein contained shall authorise any amendment the effect of which would be to cause the Society at any time to cease to be a charity in law.

## **NOTICES**

Any notice required to be given by these Rules shall be deemed to be duly given if left at or sent by prepaid post addressed to the address of that member last notified to the Secretary.

## **WINDING UP**

The Society may be dissolved by a two-thirds majority of members voting at an Annual General Meeting or Special General Meeting of the Society confirmed by a simple majority of members voting at a further Special General Meeting held not less than fourteen days after the previous Meeting. If a motion for the dissolution of the Society is to be proposed at an Annual General Meeting or a Special General Meeting this motion shall be referred to specifically when notice of the meeting is given. In the event of a dissolution of the Society the available funds of the Society shall be transferred to such one or more charitable institutions having objects similar or reasonably similar to those herein before declared as shall be chosen by the Committee and approved by the Meeting of the Society at which the decision to dissolve the Society is confirmed. On dissolution the minute books and other records of the Society shall be deposited with such local authority or other archive as shall be agreed.

Approved at the AGM of the Society held on the 12<sup>th</sup> March 2018