



CONSTITUTION AND RULES

Registered Charity No. 298220

1 Title

The full title of the Society shall be THE ARTS SOCIETY GRANTA.

2 Objects

The object of the Society is to advance the education of the general public in the decorative and fine arts. In furtherance of the foregoing objects, but not further or otherwise, the Society shall have powers to:

- a) arrange regular lectures, courses and schools to give members an opportunity to become familiar with, and appreciative of, the decorative and fine arts.
- b) arrange visits to private houses, collections, museums, exhibitions and other places of relevant interest.
- c) form small study groups meeting at regular intervals to cover a defined syllabus within the objects of the Society.
- d) present exhibitions or artistic performances of an educational character designed to further these objects.
- e) arrange related activities of an educational character for children and other members of the public.
- f) arrange voluntary preservation and recording work by its members relevant to the decorative and fine arts.
- g) purchase, take on lease, hire, or otherwise acquire any property and premises, including halls, lecture rooms and theatres, and any rights or privileges which the Society may think necessary for the promotion of its objects.
- h) subscribe, donate or guarantee money for any purpose connected with and calculated to advance the objects of the society.
- i) raise and utilise funds for the furtherance of the objectives but without the power to pledge the personal liability of any Member for the repayment of any sums offered.
- j) do all such other lawful things as necessary for the attainment of the said objects.

3 Membership

The Society shall consist of ordinary and honorary members.

a) Ordinary Members:

Membership of the Society shall be open to any person interested in actively furthering the purposes of the Society and conforming to its rules.

b) Honorary Members:

The Committee may elect honorary members of the Society who are distinguished in the Decorative and Fine Arts, or who have done valuable work for the Society. An honorary member may attend all meetings and events of the Society in the same manner as an Ordinary Member but shall not be entitled to vote at any meeting of the Society.

4 Subscriptions

a) Any subscription for membership of the Society shall be such a sum or sums as may be determined from time to time by a majority of the members present at the Annual General Meeting, and shall until otherwise determined be paid annually.

b) A member whose subscription is not paid in full within 28 days of the due date shall thereupon cease to be entitled to rights and privileges of membership but may, at the discretion of the committee, be reinstated on payment of all arrears.

5 Resignation of a member

Any member wishing to resign shall give notice in writing to the Honorary Secretary four weeks prior to the Annual General Meeting, and shall pay any arrears of subscriptions due at the date of such notice.

6 Expulsion from the Society

If the conduct or action of any member shall in the opinion of the Committee be injurious to, or inconsistent with, the character, interests, or objects of the Society, the Committee may request such member to resign, but only after granting such member a hearing. If such a member does not tender his or her resignation in writing within one month from the date of such a request being made in writing, such member shall be liable to expulsion by the Committee.

7 Committee

a) The affairs of the Society shall be managed and its funds administered by the Committee as Trustees.

b) The Committee shall comprise the Chairman, Vice-chairman, Honorary Treasurer, Honorary Secretary and up to ten Committee Members.

c) Any vacancy amongst the Officers or Members of the Committee occasioned by death, resignation, refusal or inability to serve may be filled by the Committee by co-option. Any person co-opted to the Committee shall hold office only until the next Annual General Meeting but may be re-appointed by the Committee for one further year.

d) A retiring Member of the Committee shall not be eligible for re-election within one year of retiring.

e) The Committee shall meet as required and not less than four times each year. The quorum for the Committee shall be seven.

f) The Committee may appoint subcommittees accountable to it for specific purposes.

g) The Committee may make regulations regarding the conduct of Meetings other than General meetings, attendance of visitors and otherwise for the regulation of the Society's affairs.

8 Officers

- a) The Officers of the Society shall be the Chairman, Vice-Chairman, Honorary Treasurer, Honorary Secretary, and, if the Society so decide, Assistant Secretary or Secretaries, all of whom shall be members of the Committee.
- b) Neither the Chairman nor the Vice-Chairman may hold the same office for more than three consecutive years. In the event of illness or other exceptional circumstance, the Chairman may be invited to continue for one additional year by a resolution of the Annual General Meeting.
- c) The Honorary Treasurer, Honorary Secretary and Assistant Secretaries may not hold the same office for more than six consecutive years.
- d) No Officer or Committee Member may remain on the Committee for more than nine consecutive years in whatever capacity.
- e) The Officers and Committee shall be Trustees of the Society.
- f) The Committee may appoint a President in recognition of service to the decorative and fine arts or to the Society. The office of President shall be honorary and subject to reappointment annually by the Committee. The President is entitled to all the privileges of ordinary members, save the right to vote at any meetings or propose candidates for election.

9 Election of Officers and Committee

- a) Any member of the Society may propose and second members, whose consent to act shall first have been obtained, to fill vacancies on the Committee. Any such nomination must be notified to the Honorary Secretary at least 35 days prior to the Annual General Meeting. The number of Committee members to be elected shall be determined by the Committee subject to paragraph 7b above.
- b) The Committee shall nominate members of the Committee to be Officers for the ensuing year.
- c) At least 14 days before each Annual General Meeting the Committee's nominations for Officers and a list of candidates for membership of the Committee shall be circulated to all members of the Society.
- d) If the number of candidates for membership of the Committee exceeds the number of vacancies, an election shall be held by ballot at the Annual General Meeting.

10 General Meetings

The Annual General Meeting shall be held at a time and place determined by the Committee. The Secretary shall give all Members at least 21 days' written Notice of the Meeting.

- a) The business of the Annual General Meeting shall be to:
 - i) receive the Chairman's report on the activities of the past year.
 - ii) receive the Trustees' Annual Report and the Financial Statements of the Society.
 - iii) elect members to the Committee of the Society and to receive the Committee's nominations for Officers.
 - iv) consider any special resolutions duly proposed and seconded. Resolutions for consideration must be proposed and seconded by members of the Society and received in writing by the Secretary no less than 35 days before the Meeting.
 - v) appoint an Independent Financial Examiner whose duties shall be to examine and report on the Annual Accounts of the Society for submission to the members.

- vi) consider any other business with the permission of the Chairman.
- b) The quorum for any General Meeting shall be 50 ordinary members.
- c) An Extraordinary General Meeting must be convened within 28 days at the request of the Committee or at least 20 members of the Society. Resolutions to be considered must be given in writing to the secretary, who will give all Members 21 days' written Notice of the Meeting, stating the time and place of the Meeting, which shall be determined by the Chairman, and the text of the resolutions.
- d) Except under Rule 9d, voting shall be by a show of hands and by simple majority. In the event of equality of votes the Chairman of the Meeting shall cast an additional vote. Proxy voting shall not be permitted.

11 Accounts, Annual Report and Annual Return

- a) The Trustees must comply with their obligations under the Charities Act 1993 with regard to:
 - i) keeping of accounting records for the charity.
 - ii) preparing annual statements of account for the charity.
 - iii) independent examination of the statements of account of the charity.
 - iv) transmitting the statements of account of the charity to the Charity Commissioners for England and Wales.
 - v) preparing an annual return and transmitting it to the Commission.
- b) The society's financial year shall end on March 31st.
- c) The Committee shall authorise its Officers to arrange payment and reimbursement of expenditure on behalf of the Society. The funds of the Society will be paid into current, deposit or investment accounts as the Committee shall agree.
- d) All cheques must be signed by two Officers unless otherwise agreed by the Committee.
- e) The title of all and any real property that may be acquired by or for the purpose of the Society shall be vested in the Officers and Committee as Trustees of the Society.

12 Amendments

Alteration to this constitution shall receive the assent of two thirds of the members present and voting at an Annual General Meeting or an Extraordinary General Meeting. A resolution for the alteration of the constitution must be received by the Secretary of the Society at least 28 days before the meeting at which the resolution is to be brought forward. At least 21 days' notice of such a meeting must be given by the Secretary to the membership and must include notice of the alteration proposed.

13 Dissolution

The Society may be dissolved by a Resolution passed by a two thirds majority of those present and voting at an Extraordinary 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 or its Trustees but shall be given or transferred to such other charitable institution or institutions having objects similar to some or all of the objects of the Society as the Society may determine and if and in so far as effect cannot be given to this provision then to some other charitable purpose.