

Ipplepen Local History Group

Constitution

1. Name:

The name of the Group shall be “**Ipplepen Local History Group**”

2. Aims:

To collect, record and maintain the histories of Ipplepen.

3. Purposes:

To hold lectures, discussions and to form research groups for group members and members of the public.

To hold and maintain a library of printed and other works for the use of the group.

To preserve, transcribe and publish original source materials, documents and photographs in multi- media formats.

To pursue collaborative actions with similar groups and with established bodies such as churches, libraries, record offices and educational institutions.

To promote further activities as the Group sees fit.

4. Committee:

The maximum number to be twelve., this to include Chairperson, Vice Chair, Secretary, Treasurer, Membership Secretary, Archivist and other such people as approved and necessary to achieve the objectives of the Group.

Terms of office for all Committee members shall be one year, members may stand for re-election at the appropriate AGM.

The Chairperson may continue in office, provided he/she is re-elected, for a maximum of three years.

The quorum shall consist of any four of the following: Chairperson, Vice Chair, Secretary, Treasurer and Membership Secretary. The Committee shall meet on a regular basis to discuss and decide the activities of the Group.

The Chairperson shall have a casting vote if necessary.

5. Membership:

To be open to anyone with an interest in supporting the Group's objectives.

Annual subscriptions shall be proposed by the Treasurer and agreed at each AGM.

6. Number of meetings:

The group aims to hold a minimum of three meeting per year including one AGM.

The AGM must be held within 3 months of the end of the financial year (May31st). Notification will be 28 days and be given to members by the most appropriate means.

Extraordinary meetings will have 28 days' notice which will be communicated to the membership by the most appropriate means.

7 Finance:

The Treasurer shall be responsible for all monies received and spent by the Group and shall account for same at the AGM. The Treasurer shall maintain a bank account for this purpose and also hold an amount for petty cash, this not to exceed £100.

In the event of the Group being dissolved any monies remaining shall be donated to an appropriate organisation.

8. Constitution:

Amendments to this Constitution may only made at Annual General Meetings, or at an Extra Ordinary meeting with a minimum of 12 members present and then only with a two-thirds majority vote.

This Constitution is effective from July 2nd 2012