

TEIGN VALLEY HISTORY GROUP

CONSTITUTION

1) Title:

The name of the group shall be the Teign Valley History Group,

2) Objectives:

The objectives of the Group shall be to promote the study of the history of the Valley.

To encourage or carry out conservation or preservation of historic sites or buildings within the Valley.

In furtherance of the above objectives the group shall have the following powers:

- a) To raise funds and to invite and receive contributions from any person or persons whatsoever by means of subscription, donation and otherwise provided that the Group shall not undertake any permanent trading activities in raising funds for its charitable objects.
- b) To co-operate and collaborate with voluntary bodies and statutory authorities operating in similar fields and to exchange information or advice.
- c) To purchase, take on lease or in exchange, hire or otherwise acquire any property and any rights and privileges necessary for the attainment of said objectives and to construct, maintain and alter any buildings or erections so necessary as aforesaid.
- d) Subject to any consents as may be required by law to sell, let mortgage, dispose of or turn to account all or any of the property or assets of the Group.
- e) To do all such other lawful things as are necessary for the attainment of the said objectives.

3) Membership:

The categories of membership shall be as follows:

- a) Individual – this shall be open to anyone.
- b) Family and corporate membership – this shall be open to a couple and including all children up to the age of 16.
- c) Life membership – this shall be open to anyone
- d) Honorary life membership – the committee may recommend at the annual general meeting any person who has made a valuable contribution to local history.

4) Rights of Members:

- a) Fully paid-up members are entitled to receive notices of Annual General Meetings.
- b) Life or honorary members will be entitled to the ordinary rights of a member.
- c) All members will be entitled to sit on the committee and to attend and to vote at the general meetings of the Group.

5) The Annual General Meeting

The Annual General Meeting (AGM) shall be held in July of each year.

Members shall be entitled to receive at least 14 (fourteen) days' notice for the AGM.

The business of the AGM will be:

- a) To receive the minutes of the last AGM
- b) To receive and approve the reports of the officers of the committee.
- c) To consider and vote upon the Annual Accounts submitted by the Honorary Treasurer which shall contain a recommendation as to the subscription to be paid by the different classes of membership in the following year.
- d) To elect a Chair, Vice Chair, Honorary Secretary, and Honorary Treasurer. In the case of contested positions, these officers will be elected by the approval voting system, where a ballot is circulated to all members present and each member present is invited to vote at the meeting for any number of candidates for that position. The candidate receiving the most votes is elected. If there is a tied highest vote, then the tie will be broken by using an impartial random procedure, such as tossing a coin or throwing a die.
- e) To elect for the following year the auditors for the purpose of approving the annual accounts.
- f) To elect for the following year, four members to the committee in addition to the four officers above mentioned. If the number of candidates for these four committee positions exceeds four, then these officers will be elected by the approval voting system, where a ballot is circulated to all members present and each member present is invited to vote at the meeting for any number of candidates for those positions. The four candidates receiving the most votes are elected. If there is a tie in the number of votes that makes it unclear who is to be elected, then the tie(s) will be broken by using an impartial random procedure, such as drawing straws, tossing a coin or throwing a die.
- g) To discuss any other business of which prior notice of ten days has been given in writing to the Honorary Secretary.

6) Extraordinary General Meetings:

- a) On the receipt of a request in writing and signed by not fewer than 30% of Group members, the Honorary Secretary shall call an extraordinary general meeting within 21 (twenty one) days after the receipt of such a request.
- b) The business of the meeting shall be that specified in the request received by the Honorary Secretary and shall specify the exact resolution which it is desired to put to the members.
- c) The Committee shall be able to call an EGM as they think fit without canvassing the views of the membership.

7) The Committee:

- a) The committee shall consist of eight members including the Chair, Vice Chair, Honorary Secretary, and Honorary Treasurer.
- b) Four members of the committee shall constitute a quorum.
- c) Nominations for committee members shall normally be Group members of two years standing although this rule may be waived by a decision of the AGM.

- d) In the event of an unfilled officer position or other vacant place on the committee, the committee shall then have the power to co-opt someone to fill the vacancy, to serve until the next AGM.

8) Officers:

- a) The officers of the Group shall consist of:

A Chair

A Vice Chair

An Honorary Secretary

An Honorary Treasurer

All committee members (including the officers) will have a vote at committee meetings. In the case of a tied resolution, the Chair, or the Vice Chair if the Chair is absent, will have an additional, casting vote.

- a) Nominations for officers to be elected at the AGM and for members of the Committee shall reach the Honorary Secretary at least seven days before the AGM together with the written consent of the nominee.

9) Powers of the Committee and Officers

- a) The Committee shall manage the affairs of the Group in accordance with the Constitution, and shall define the duties of the several committee officers who shall in all respects be subject to the control of the committee.
- b) A committee resolution shall be considered as the decision of the committee, if it receives more committee votes in favour than committee votes opposed. If the number of committee votes in favour equals the number of committee votes opposed, then the Chair, or Vice Chair if the Chair is absent, will have an additional, casting vote.
- c) The committee may appoint such sub-committees as it shall see fit subject to defined reference to examine and report on any subject relative to the concerns of the Group and may dissolve the sub-committees when no longer required provided that such sub-committees shall cease to exist at the AGM but may be re-appointed at the next committee after the AGM. All acts and proceedings of any such sub-committees shall be reported to the Committee as soon as possible.
- d) The Committee may co-opt on to a sub-committee any person not necessarily being a member of the Group whom it considers could render special service.
- e) Adequate minutes of all committee meetings shall be kept by the Honorary Secretary.
- f) The committee shall have the right to terminate the membership of the Group of any member and to refuse membership to any person if it is considered that the circumstances merit such action provided that any such decision of the committee shall be liable to ratification by a simple majority of members present at the next AGM and provided that the member whom the committee has resolved to expel shall have the right to appeal in writing against the expulsion within three months of being notified of the committee's decision. Such appeal shall be dealt with at the option of the member concerned either in writing or in a personal hearing at the AGM next following the committee's decision or at an EGM.

- g) The committee shall be responsible for the purchase or otherwise and the sale or otherwise of exhibits or exhibition material.

10) Financial Year

The financial year of the Group shall run from 1st June to 31st May.

11) Alterations to the Constitution

Alterations to this constitution shall receive the assent of two thirds of the members present and voting at an AGM or EGM. A resolution for the alteration of the constitution must be received by the Secretary of the Group at least 21 days before the meeting at which the resolution is to be brought forward. At least 14 days must be given by the secretary to the membership and must include a notice of the alteration proposed.

12) Resolutions at General Meetings

- a) Every resolution or amendment to a resolution shall be proposed and seconded and carried by a majority of those present.
- b) Every resolution proposed for the AGM shall reach the Honorary Secretary in accordance with 5(g) hereof and must be proposed and seconded.
- c) The Chair of the AGM or EGM shall in the case of an equal vote have a second or casting vote.

13) Dissolution

- a) A motion to dissolve the Group may only be put at an EGM and a statement of the reasons for the motion shall be sent by the Honorary Secretary in writing to each member with notice calling the meeting.
- b) A motion for the dissolution of the Group shall be deemed passed if decided by 75% of those present at the meeting.
- c) The surplus assets of the Group will be passed to an organisation within the parishes of the Valley and preferably for community use.
- d) Except as may be inconsistent with the terms of this clause the provisions of clause 6 hereof shall apply to dissolve the Group.

Amended by the AGM on 11 July 2023.