

HALBERTON HISTORY GROUP - Constitution

- 1 The organisation shall be called 'Halberton History Group'.
- 2 The aims of the Group shall be:
 - a) To explore, document, record, restore, conserve and disseminate the local history of the parish of Halberton by drawing on all relevant sources, including the knowledge of present and former inhabitants;
 - b) To create and maintain an information resource for the benefit, engagement and education of the local community and of others with an interest in Halberton;
 - c) To establish and foster links with relevant organisations and other local communities engaged in similar activities.
- 3 Membership shall be open to anyone with an interest in Halberton on payment of an annual subscription, which shall be decided by majority vote at the Annual General Meeting.
- 4 The Group's financial year will end on 31 December and subscriptions will be due as at the Annual General Meeting.
- 5 The Group's income shall only be used towards meeting its aims. The Group shall have the power to open and maintain one or more bank accounts, operated in such manner as determined by the committee, for the purpose of depositing monies and paying expenses.
- 6 The officers of the Group shall be the Chairman, Vice Chairman, Secretary and Treasurer, all to be elected at the Annual General Meeting.
- 7 The committee shall consist of the officers, and one other member to be elected at the Annual General Meeting. The committee shall have the power of co-option and of appointing sub-committees.
- 8 The Group shall meet at least quarterly, one meeting each year to be the Annual General Meeting. The quorum for the Annual General Meeting and for any Special Meeting shall be 10 members or one quarter of all the members if that is a lesser number.
- 9 The Annual General Meeting shall take place in March.
- 10 The Accounts shall be drawn up once a year, with the accounting period to end on 31 December, and they shall be independently examined before being presented at the Annual General Meeting.
- 11 The Group may affiliate to become a member of other relevant bodies.
- 12 At all meetings of the Group voting shall be by a simple majority. In the event of a tied vote, the chairman of the meeting shall have an additional casting vote.
- 13 A Special Meeting may be called at any time at the request of two or more Committee members or 25% of the membership. The purpose of the Special Meeting shall be notified in writing by those requesting it. Notice of any Special Meeting shall be given to members at least 14 days in advance.
- 14 Any proposal to amend this Constitution must be published to all members at least 14 days before a Special Meeting is called at which the proposal is to be made. Amendments to the constitution may be made by two-thirds majority vote of the members who are present at the so-arranged meeting.
- 15 The Group may be dissolved by resolution at an Annual General or a Special Meeting called for that purpose. The resolution would require a two-thirds majority vote of the members who are present. In the event of dissolution, the Group's assets shall be disposed of in the manner determined at the Special Meeting, save that every effort will be made to safeguard any records, documents, artefacts, etc. for the future benefit of the community and that any monies will be given to a local group with similar aims.