



Constitution and Rules

As amended and adopted at the meeting of members on 16th March 2023

1. Name

The Society shall be called The Arts Society South Cambs.

2. Objectives

As a Member Society of The Arts Society the Society shall have as its objectives:

- a. promotion and advancement of the education of the public in the cultivation, appreciation and study of the arts.
- b. conservation and preservation of the artistic heritage of the United Kingdom and other countries for the benefit of the public.
- c. advancement of the arts, culture and heritage.

3. Powers

- a. to arrange lectures for Members of the society.
- b. to arrange study groups, tours and visits to private houses, collections, museums and exhibitions and other places of relevant interest.
- c. to arrange lectures and courses by which an opportunity may be given to engage in educational activities, voluntary preservation and recording.
- d. to support any charitable association or institution and to subscribe money for any charitable purpose connected with or calculated to advance the objectives of the Society.
- e. to purchase, lease, hire or otherwise acquire any real or personal property or premises, including halls or lecture rooms, and any rights, privileges or interests which the Committee representing the Society may think necessary for the promotion of the objectives.
- f. to undertake any other lawful activities in fulfilment of the objectives.

4. Membership

- a. The society shall have Ordinary Members and may have Honorary Members.
- b. The Committee shall decide on the number and admission of Ordinary Members. A waiting list shall be maintained for those applying in excess of the permitted number.
- c. The Committee may elect Honorary Members who are distinguished in the arts or who have given valuable support to the Society. No subscription shall be payable but they shall not be entitled to vote at any General Meeting of the Society.

5. The Officers

- a. The Officers of the Society shall be the Chairman, the Vice-Chairman, the Treasurer and the Secretary, all of whom shall be nominated annually by the Committee for election at the Annual General Meeting. The term of office for Officers shall be three years but the term may be extended at the Committee's discretion. The Chairman or deputy shall preside at all General Meetings and Committee meetings. The decision of the Chairman or deputy at a General Meeting on any question of order, voting, and adjournment of the meeting or interpretation of the Rules of the Society shall be final. The Chairman shall have an additional vote in the event of equality of votes.

- b. Honorary Officers. The Committee may appoint as Honorary Officers a President and not more than two Vice-Presidents in recognition of their services to the Society. Honorary Officers shall be entitled to all the privileges of Ordinary Members except for the right to vote at General Meetings.

6. Committee

- a. The Committee shall manage the affairs of the Society and administer its funds.
- b. The Committee shall comprise not more than 13 members including a Chairman, Vice-Chairman, Treasurer and Secretary. The term of office for all Committee members shall be three years in the first instance but members may stand for re-election annually at the Annual General Meeting.
- c. Any Ordinary Member of the Society may propose and second members whose consent to act on the Committee shall first be obtained. Any such nomination must be notified to the Secretary at least 21 days prior to the Annual General Meeting.
- d. Any vacancy may be filled by the Committee. Any member so co-opted shall hold office until the next Annual General Meeting.
- e. The Committee shall meet as required and not less than four times per year. Five members shall form a quorum.
- f. The Committee may appoint subcommittees accountable to it for such purposes as it determines.

7. Finance

- a. The Society's financial year shall end on 31 December every year.
- b. An Independent Examiner shall be appointed at the Annual General Meeting to examine the books of Account at the end of the current financial year. Signed summary copies shall be submitted at each Annual General Meeting and subsequently made available to interested parties on request.
- c. The funds of the Society shall be paid into current or deposit accounts in the name of the Society. Cheques and other instruments shall be signed by no fewer than two Officers or one other authorised by the Committee, providing always that one of the persons signing shall be the Chairman or Treasurer.
- d. Payment for Society events shall be due at the time of booking and will only be refundable at the discretion of the Committee.

8. Subscription

- a. The membership year shall run from 1 January to 31 December inclusive.
- b. Any subscription for membership of the Society shall be such sum as may be determined from time to time by the Committee and presented to the members before the end of the financial year. Subscription shall be due upon election and thereafter on 1 October each year. No subscription shall be payable by Honorary Members.
- c. Membership shall be deemed to lapse at year end if subscription renewal is not paid by 31 October.
- d. The Committee shall have power to charge an entrance fee for membership of the Society additional to the subscription.
- e. The Society shall pay The Arts Society affiliation fee on 1 January of the calendar year for which it is due.

9. Annual General Meeting

The Annual General Meeting shall be held at such time and place as shall be determined by the Committee but shall normally be held in March of each year. A calling notice will be issued to all members at least 28 days before the AGM.

The business of the Annual General Meeting shall be:

- a. To receive a report on the activities of the past year.
- b. To receive and pass the examined accounts of the Society.
- c. To elect Officers and Committee of the Society.

- d. To elect an Independent Examiner.
- e. To consider any Special Resolution that is duly proposed and seconded.
- f. Any other business.

The list of Officers for the ensuing year shall be nominated by the Committee and a list of candidates to fill vacancies on the Committee who have been duly proposed and seconded shall be circulated among the members with the calling notice. Voting shall be by a show of hands and by simple majority.

10. Special Resolutions

Any member desirous of bringing forward any Resolution shall give notice in writing thereof to the Secretary at least 28 days prior to the holding of the Annual General Meeting. Any such Resolution shall have been seconded and shall be set forth in the Agenda with the names of the proposer and seconder.

11. Members Addresses and Data Protection Act

- a. Members details will be processed fairly and lawfully in accordance with the Society's legitimate activities.
- b. Members details will be disclosed only to The Arts Society and to other Member Societies, Area or other organisations affiliated to The Arts Society.
- c. Members shall notify any change of address to the Society.

12. Amendment of Constitution and Rules

These rules may be amended by a written Resolution of which due notice has been given together with particulars of the proposed amendment to the Secretary at least 28 days prior to the holding of the Annual General Meeting. No such resolution shall be passed unless carried by at least two thirds of those present.

13. Winding up the Society

If at a General Meeting a Special Resolution to wind up the affairs of the Society shall have been duly proposed and passed in the presence of a representative of The Arts Society Trustee Board, so much of the assets shall be realised to discharge all liabilities and any remaining assets shall be made over to such one or more associations having charitable objects similar to those of the Society as the Committee shall decide. No such Special Resolution shall be passed unless carried by at least two thirds of the members present.

14. Withdrawal from The Arts Society

A representative of The Arts Society Trustee Board should be invited to a General Meeting at which withdrawal from The Arts Society is proposed. Six months previous written notice must be given to The Arts Society before withdrawal. On withdrawal or termination of membership by the Society, the Society shall cease to be entitled to the use of The Arts Society name and shall cease to be called The Arts Society South Cambs. The Society shall return to the arts Society all confidential documentation issued by the Arts Society.