

TOTNES AND DISTRICT SOCIETY CONSTITUTION

NAME: The name of the Society shall be The Totnes and District Society.

OBJECTS: The objects of the Society shall be to promote and encourage the following object by charitable means but not otherwise:

- a) To encourage high standards of architecture and town planning in Totnes and the surrounding district;*
- b) To stimulate public interest in and care for the beauty, history and character of the area of the town and its surroundings.*
- c) To encourage the preservation, development and improvement of features of general public amenity or historic interest.*
- d) To pursue these ends by means of meetings, exhibitions, lectures and promotion of schemes of a charitable nature.*

MEMBERSHIP: Membership shall be open to all who are interested in the objects of the Society. The classes of membership shall be

- a. full members;*
- b. family members;*
- c. corporate members;*
- d. honorary members; and*
- e. life members.*

SUBSCRIPTIONS: Subscription charges shall be reviewed annually by the Executive Committee and confirmed by the Annual General Meeting.

OFFICERS: Nominations for the election of officers shall be made at or before the Annual General Meeting. Such nominations shall be in writing, supported by a seconder, and the consent of the proposed nominee must have first been obtained. The election of officers shall be completed prior to the election of further Committee members. The officers shall consist of

Chairman	to serve for a period of 1 year
Vice Chairman	to serve for a period of 1 year
Hon. Secretary	to serve for a period of 3 years
Hon Treasurer	to serve for a period of 3 years
Planning Officer	to serve for a period of 3 years
Membership Secretary	to serve for a period of 3 years

All the officers may be eligible for re-election at the Annual General Meeting at the end of their term of office.

A President and Vice President may also be elected at the Annual General Meeting, for periods to be decided at such a meeting.

COMMITTEE: The Executive Committee shall consist of the officers and no more than 7 further members. The Committee shall have the power to co-opt further members (who shall attend in an advisory and non voting capacity). The President and Vice President may attend meetings of the Executive Committee but may not vote.

Nominations for election to the Executive Committee shall be made at or before the Annual General Meeting. They must be in writing, supported by a seconder, and the consent of the nominee must have first been obtained. If the nominations exceed the number of vacancies, a ballot shall take place.

The two longest serving members shall stand down at each Annual General Meeting. They will not be eligible to stand for re-election for a period of 1 year, except in the event of no nominations being received to fill the vacancies.

A member of the Executive Committee shall cease to hold office if he or she is absent without leave of the Committee from all of their meetings for a period of six months.

The Committee shall be empowered to co-operate with other charities, voluntary bodies and statutory authorities in furtherance of the objects of the Society, or of similar charitable purposes, and to exchange information and advice with them.

During the Committee's discussion on any matter, members shall declare a pecuniary or non-pecuniary interest. Those with an interest shall not vote.

MEETINGS: An Annual General Meeting shall be held in or about October of each year to receive

- i. The Annual Report from the Chairman.
- ii. The audited Treasurer's Report from the Hon. Treasurer.

The Meeting will also

- i. Appoint an auditor, who shall not be a member of the Committee but who shall have access to it when necessary.
- ii. Appoint the editor of *the Society's publication CONTACT* who may be elected or co-opted as a member of the Committee.
- iii. Appoint the six officers and up to six additional ordinary members of the Committee.
- iv. Discuss current issues and the future programme of the Society.

The Meeting may also appoint up to three members to serve on the Conservation Area Group.

Special General Meetings shall be held at the request of the Executive Committee or at the request of 5% of the members of the Society.

The Committee shall decide when ordinary meetings of the Society shall be held and shall give at least 14 days notice of all meetings to all members.

At the Annual General Meeting and any Special General Meetings a quorum shall be 10% of the membership, present in person at the meeting.

APPEALS: The Executive Committee shall have powers to make appeals, solicit donations and canvass monies for carrying out the objectives of the Society.

EXPENSES AND ADMINISTRATION: The Executive Committee shall, out of monies received by the Society, pay all proper expenses of administration and management of the Society and shall use the residue of such monies as it thinks fit for or towards the objects of the Society. The Executive Committee shall be required to seek approval of the membership at a special General Meeting if the proposed expenditure on a single project over a single year may exceed 40% of the current assets of the Society.

INVESTMENT: *All monies at any time belonging to the Society and not required for immediate application for its objects may be invested by the Executive Committee in any investment for the time being authorised by law for the investment of trust funds.*

BORROWING: Any proposal by the Committee for borrowing will require the prior approval of the Annual General Meeting.

AMENDMENTS: The constitution may be amended by a two-thirds majority of members present at an Annual or Special General Meeting, provided that 14 days notice of the proposed amendment has been sent to all members, and provided that nothing herein contained shall authorise any amendment permitting the expenditure of funds of the Society on any object which is not a charitable object.

WINDING UP: In the event of the winding up of the Society the available funds of the Society shall be transferred to such one or more charitable bodies having objects similar, or reasonably similar, to those herein declared as may be chosen by the Executive Committee and approved by the Charity Commissioners for England and Wales.

Undated copy provided by Paul Bennett on 14.11.16.

NB. Charity Commission record that the constitution was adopted on 29.01.1969
and amended on 02.11.2000