

Chaddesden Historical Group Constitution

Adopted 1 February 2007, Amended 15 February 2010, 4 April 2013, 24 October 2013 and 28 March 2019.

Aims and Purposes

1 The Group shall be known as the 'Chaddesden Historical Group' and shall be concerned, in the widest sense, with the history and development of Chaddesden and the surrounding area.

2 The Group shall pursue the above stated aim in all possible ways, including organising regular meetings, with talks and discussions (usually on the first Thursday of each month), visits, exhibitions, publications and any other activity relevant to the purpose.

The results of the Group's activities shall be made available in various ways to the wider community.

Arrangements may be made to work with any other group or individuals as necessary, and to affiliate with any group at local, regional or national level, at the discretion of the members.

The Group may receive for safe keeping any documents, maps, photographs, artefacts etc. relevant to the purpose of the Group, and may present or loan, for a period to be decided, any such items to the appropriate museum, record office or similar.

Membership

There shall be three categories of membership. All three categories have the same voting rights.

Ordinary Membership

Ordinary Membership shall be open to all persons who have paid the annual membership fee, and agree to abide by the Constitution of the Chaddesden Historical Group. Members will pay the annual membership fee, monthly meeting fee and for any visits, internal or external events they wish to attend.

Honorary Membership

It shall be within the remit of the Committee to confer Honorary Membership on any person they consider to be worthy of it, and they will be exempt from the annual membership fee and the monthly entrance fee for any meetings they wish to attend. They will however, pay for any visits, internal or external events they wish to attend. Honorary Membership shall be limited to 4 members.

Lifetime Membership

It shall be within the remit of the Committee to confer Lifetime Membership on any existing member who has contributed to the success and well being of the Group, by means of their contribution to the same. Lifetime Members shall be exempt from paying the annual membership fee, but will still be liable for the entrance fee to any meetings they wish to attend, as well as any charges for visits, internal and external events. Lifetime Membership shall be limited to 6 members at any one time.

The Committee shall retain the right to amend the Constitution so long as due and accepted process is followed. The Committee shall retain the right to amend the Constitution at a full Committee meeting with majority agreement, and then voted in at the next Annual General Meeting (AGM) or Special Meeting.

Organisation

The day to day organisation of the Group, in accordance with its stated aims and having regard to the wishes of its members, shall be in the hands of a Committee.

This Committee shall comprise of four officers:

Chairperson

Vice Chairperson

Secretary

Treasurer

Plus up to 10 additional members. All these members, having been nominated and seconded, will be elected by fully paid up members at the AGM, held in April each year, and serve for two years. Retiring committee members, if they so wish, shall be eligible for re-election. The names of the Committee Members due for retirement and/or possible re-election will be published in February, prior to the AGM. (Each year approximately 50% of the committee positions will be up for re-election).

Nomination forms for proposing re-election of retiring committee members and/or election of new committee members, will be issued at the February meeting and collected in at the March meeting. If more than one person is nominated for any of the officer posts, a ballot of (fully paid up) members present at the AGM will be held for the contested post. Ballot papers will be issued after the candidates have addressed the meeting. The election is to be supervised by a committee member and scrutinised by any two members. (An Extraordinary Meeting may be called to resolve any issues arising from an AGM)

Should the position of Chairperson become vacant during the course of the year, the Vice Chairperson will take the role until the AGM. If the Vice Chairperson is not available, then an appropriate person (nominated by the committee) will take this role until the AGM.

1. Co-option – the Committee may, at its discretion, co-opt other members with specific knowledge, or for particular purposes, as it sees fit.
2. Vacancies - should a vacancy occur during the course of the year, the Committee may, at its discretion, invite another member of the Group to fill the vacancy until the next AGM.
3. Meetings – the Committee shall meet at least twice during the year between AGM's.
4. A quorum of the committee shall be six, which shall include a minimum of two officers
5. The Committee shall be empowered to make reasonable day to day decisions regarding running of the Group.
6. All decisions are to be discussed at a committee meeting.
7. If a vote is required, the Chairperson is to have the casting vote.

8. General Meetings

- ⌚ The AGM shall be held in April. The Chairperson, Secretary and Treasurer shall report on the work of the group and its finances during the previous year. An Auditor shall be nominated to examine the accounts.
 - ⌚ Special Meetings – should it be necessary, a Special Meeting may be called by the Committee, or at the request of any ten members of the group.
 - ⌚ Quorum at General Meetings – the quorum at any General Meeting shall be 10 members.
9. Notice of meetings – for all General Meetings and for Meetings of the Committee at least 2 week's notice shall be given to members, although in an emergency 3 day's notice will suffice. However, it shall be the general rule to give notice as far in advance as possible.

10. Business at Meetings – Members wishing to have items included in the business of Meetings shall give good notice to the Secretary, in advance of the 2 weeks stated above, so that the information may be included in the circulated agenda. In the case of formal motions, these must be proposed and seconded by two members of the Group at a Special Meeting. Only business on the agenda may be transacted.

11. Conduct of the Meetings – the conduct of the meeting shall be in the hands of the person responsible for that meeting.

12. Subscription – The amount of the subscription, having regard to the commitments of the Group, shall be approved at the AGM.

13. A register of all items of equipment held by the Group is to be opened and maintained by the committee.

Participation

Members shall, at all times, feel free to offer suggestions as to the conduct of the meeting with suggestions for the programmes etc. and any such participation shall be welcomed.

Winding up of the Group

1 Should this become necessary, such a decision must be taken at a General Meeting called for this purpose (after due notice has been given). The same Meeting shall authorise the disposal of any remaining assets of the Group, bearing in mind that they should go to further, in whole or part, the purpose for which the Group was established.

2 If the Group is wound up or dissolved, its assets will be given to another charitable or not-for-profit organisation and not to the Group members.

3 Any items on loan to the Group shall be returned to their owners or their representatives, in the event of winding up or dissolution of the Group.