

## THE RICHARD III SOCIETY - LINCOLNSHIRE BRANCH

### CONSTITUTION

1. Title  
The name of the Association shall be 'The Richard III Society – Lincolnshire Branch'.
2. Objectives
  - i) To promote research into Richard Plantagenet's connection with Lincolnshire, and liaise closely with the Society's Headquarters and other Branches and Groups.
  - ii) To arrange visits to places of relevant interest and to organise talks by specialist speakers. The Branch shall be non-sectarian and non-party political.
3. Membership  
Membership of the Branch shall be open to fully paid-up Members of the Main Society. There shall be no upper or lower age limit. Prospective new Members shall be proposed by a Member, but the final decision to reject or accept the applicant will be taken by the Committee.
4. Officers  
The affairs of the Branch shall be managed by the Committee, which shall consist of not more than six Members and not less than two, and shall include the following officers: Chairman, Vice-Chairman, Secretary, Treasurer and Press Officer. These officers and committee members shall be elected annually at the Annual General Meeting. The Committee shall have the power to co-opt an ordinary member to fill a vacancy, until the next Annual General Meeting.
5. Subscriptions  
Subscription for the coming year shall be decided at the Annual General Meeting. This is to be paid to the Treasurer not later than 31<sup>st</sup> December.
6. Resignation of Members  
Any member wishing to resign from the Branch shall give notice in writing to the Secretary.
7. Expulsion of Members  
If, in the opinion of the Committee, the conduct of any member shall be prejudicial to the interests of the Society or the Branch, such Member to resign. If the Member so requested does not resign within one month, then such member shall be liable to expulsion by the Committee.
8. The Annual General Meeting  
The Annual General Meeting shall be held on the last Saturday of the month of September, at such time and place as shall be decided by the Committee. The business of the Meeting shall be to:

- i) Receive and approve reports on the activities of the past year from the Chairman, Secretary, Treasurer and Press Officer;
  - ii) Receive and pass the audited accounts of the Branch;
  - iii) Elect the Chairman and Officers of the Branch; and
  - iv) Transact any other business specified on the Agenda.
9. Nomination of Chairman and Officers  
Nominations for Chairman and Officers shall be moved and seconded by two full Members of the Branch, with the consent of the nominee, and submitted to the Secretary in writing at least four weeks before the Annual General Meeting. Lists of such nominations, together with the names of the movers and seconders, shall be made available to Members of the Branch. If no such nominations have been submitted to the Secretary then nominations for Chairman and Officers shall be submitted from the floor at the Annual General Meeting.
10. Voting  
Voting shall be by a show of hands, unless otherwise decided by the Chairman. Every properly elected Branch Member, provided that his/her subscription has been paid, is entitled to vote on all Branch affairs. By virtue of his/her Office, the Chairman is normally allowed a casting vote in addition to an original vote.
11. Alteration of Rules  
No amendment or alteration to the Constitution shall be made except at the Annual General Meeting, by either two-thirds majority of the Members present or eight Members, whichever is the greater. The Committee is empowered to make emergency bye-laws, which must be submitted to the next Annual General Meeting. Members, other than Committee Members, who wish to move an amendment to the Constitution, should give notice in writing to the Secretary, at least four weeks before the Annual General Meeting.
12. Extraordinary General Meeting  
The Committee shall have the power to call an Extraordinary General Meeting, and shall be bound to do so within fourteen days on receiving notice in writing signed by not less than four Members. The business to be transacted must appear on the Agenda, and no other business may be discussed.
13. Committee Meetings  
The Committee shall meet at least four times a year, and on other occasions as shall be deemed necessary. Three Members of the Committee shall form a quorum.
14. Sub-Committees  
The Committee shall have the power to appoint, from time to time, sub-committees for any purpose connected with the Branch, whenever their advice or assistance may appear desirable.

15. Financial Year and Auditor

The Branch's financial year shall end on 31<sup>st</sup> August. A person competent to carry out the audit, not related to any Committee Member, shall be appointed as Auditor at the Annual General Meeting, and a duly audited balance sheet and accounts for the preceding financial year shall be submitted at each Annual General Meeting.

16. Branch Funds

All money belonging to the Branch shall be paid by the Treasurer into a separate current account, in the name of the Branch, at a Bank to be named by the Committee. Any money in this account that is, in the opinion of the Treasurer, surplus to normal requirements, shall be paid into a Deposit Account for investment purposes. All cheques shall be signed by two officers of the Committee, one of whom shall be the Treasurer.

September 2004