

THE VILLAGE SIGN SOCIETY

CONSTITUTION - dated 8 June 2013

1 - Name

The society's name is The Village Sign Society.

2 - The aims of the Society are:

- Promote the enjoyment and appreciation of village signs in Great Britain and to hold an annual gathering for members.
- Record for posterity all known village signs, past and present, in Great Britain.
- Give advice to individuals or organisations wishing to set up a village sign in Great Britain.
- Give information to anyone enquiring about village signs.

3 - Committee

The Society shall be managed by a committee of members who are appointed at the annual general meeting of the society.

The committee shall be made up of three officers: Chairman, Secretary and Treasurer, and a maximum of five ordinary members. Each committee member shall serve a term of three years and may be re-elected. One officer and no more than two ordinary members shall retire at each annual general meeting.

One committee member may be Membership Secretary to be elected by the committee.

Each person on the committee shall have one vote except for the Chairman who shall have a casting vote if required.

The committee shall be able to co-opt members to the committee and appoint named posts as felt necessary for the running of the Society.

The Society shall have a president who, although not part of the committee, may attend meetings or advise the committee as appropriate.

The president shall be a member and elected by the committee, subject to the approval of members at the annual general meeting. The president may have a life term or three years as the committee deems fit.

4 - Carrying out its aims

In order to carry out its purposes, the committee has the power to:

- i - raise funds, receive grants and donations
- ii - apply funds to carry out the work of the Society
- iii - do anything which is lawful and necessary to achieve the purposes
- iv - propose an annual membership fee to be agreed at the annual general meeting

5 - Membership

The Society shall have a membership. Anyone may apply for membership on the payment of an annual subscription. Membership lasts for one calendar year and may be renewed on the payment of a subscription. The membership secretary will keep an up-to-date membership list. The committee may remove a person's membership if they believe it is in the best interests of the Society. The member has the right of appeal.

6 - Annual General Meeting - AGM

- i - The AGM must be held every year and within sixteen months of the previous AGM, with at least one month's notice given to all members telling them what is on the agenda. Minutes must be kept of the AGM.
- ii - There must be a minimum of at least ten members present at the AGM.
- iii - Every paid-up member has one vote.
- iv - The committee shall present the annual report and accounts.
- v - Any member may stand for election as a committee member.

- vi - Members shall elect one officer and no more than two ordinary committee members for the following three years, or any others as necessary up to a maximum set out in 3 above.
- vii - The Annual General Meeting must agree the membership subscription for the coming year.
- viii - The Annual General Meeting shall be chaired by the chairman or whoever he/she should delegate in his/her absence.

7 - Committee Meetings

- i - Committee members must hold at least two meetings each year. These may be carried out by email between members. A physical meeting may also be held on the day of the AGM if wished by the committee. Committee must act by majority voting.
- ii - At least four (half of committee) members must be present at the meeting to be able to take decisions. Minutes shall be kept for every meeting.

8 - Money and Property

- i - Money and property must only be used for the Society's purposes.
- ii - The treasurer must keep accounts which must be presented at the AGM.
- iii - Committee cannot receive any money or property from the Society, except to refund reasonable out of pocket expenses.
- iv - Money must be held in the Society's bank account. All cheques must be signed by the treasurer or one other person as nominated by the committee.

9 - General Meeting

If the committee consider it is necessary to change the constitution, or wind up the society, they must call a General Meeting so that the membership can make the decision. Committee must also call a General Meeting if they receive a written request from the majority of members. All members must be given 14 days' notice and told the reason for the meeting. All decisions require a two thirds majority. Minutes must be kept.

- i - Winding up - any money or property remaining after payment of debts must be given to a society or charity with similar purposes to this one.
- ii - Changes to the constitution - can be made at AGMs or General Meetings. No change can be made that would make the organisation no longer a society.
- iii - General Meeting - must be called on written request from a majority of members.
- iv - Committee may also call a General Meeting to consult the membership.

10 - Setting Up the Society

The constitution was adopted on 8 June 2013.