

KIRBY, GREAT BROUGHTON and INGLEBY GREENHOW LOCAL HISTORY GROUP Constitution

1) Aims and Objectives

The Group shall be called "Kirby, Great Broughton and Ingleby Greenhow Local History Group." Its aim is to investigate and record local history and to encourage interest and involvement in these matters within the villages. Completed research and materials will be available to the public, to museums and other interested bodies, and should be of use in advancing further study into general areas of local and family history, conservation and tourism.

2) Membership

Membership should be open to those interested in local history.

3) Management

The Group will be run by a committee consisting of Chairperson, Secretary and Treasurer and up to nine other members. Five members will form a quorum. All officers and the entire committee shall be elected at the A.G.M. The committee has the power to co-opt two additional members and replace committee members throughout the year.

4) A.G.M

An Annual General Meeting shall be held each year. An agenda for that meeting shall be made available to all members at least one week before the A.G.M.

Voting at the A.G.M. shall be confined to those matters on which one week's notice has been given to members.

Approval at the A.G.M. shall be by simple majority of members present, ten members forming a quorum.

5) Finance

The Group is a non-profit making organisation. All the funds of the Group shall be devoted to achieving the aims of the Group, as described in (1) above.

Audited accounts shall be prepared annually. The Group will adopt the calendar year as its accounting year, that is January to December. The Treasurer will be responsible for managing the Group's dedicated Bank Account. The account will only be accessed with two signatures from among three officers. The Chairperson, Secretary and Treasurer will sign to verify that the year's accounts have been audited and recorded accurately. The Treasurer will maintain an inventory of purchased items of equipment.

The annual subscription will be decided by the committee, each year prior to the AGM. Those not paying their subscription within the calendar year shall be deemed to have resigned.

6) Intellectual Property and Ownership

Any discovery, research outcome or similar made by an individual or group as a result of the Group's activities will be the intellectual property of the Group. Any items collected or purchased will similarly be the property of the Group.

7) Wind-up

If the Group at a Special Meeting called for that purpose and to which all members have been given at least 14 days notice resolve to dissolve the group, the property, assets and money of the Group shall be applied as the Meeting agrees provided they are transferred to a not-for-profit organisation for purposes the same or similar to those of the Group.

8) Changes

The constitution may only be amended by a majority agreement at a properly constituted General Meeting. An Extra-ordinary General Meeting may be called at any time by the committee or at the written request of six members.

9) Liability and Insurance

Membership of the Group involves an acceptance of an individual member's personal liability.