



Founded in 1935

Member of Civic Voice

Constitution of The Guildford Society

- 1. Name:** The name of the society shall be The Guildford Society.
- 2. Objects:** The society is established for the public benefit and for the following purposes in the area comprising the borough of Guildford:
 - (i) To protect and enhance its beauty and amenity, and to stimulate public interest therein.
 - (ii) To promote high standards of planning and architecture.
 - (iii) To secure the preservation, protection, development and improvement of features of historic or public interest.
 - (iv) To pursue these purposes by means of meetings, exhibitions, lectures, publications, other forms of instruction and publicity, and promotion of schemes of a charitable nature.
- 3. Membership:** Membership shall be open to all who are interested in actively furthering the purposes of the Society. No member shall have power to vote at any meeting of the Society if his subscription is in arrear at that time. Junior members shall be those aged between 14 and 18 at the time of their subscription is due and they shall not be entitled to vote at any meeting of the Society.
- 4. Subscriptions:** the annual subscription shall be such reasonable sum as the Society shall determine from time to time and shall be payable on or before 1st April each year. Membership shall lapse if the subscription is unpaid six months after it is due.
- 5. Meetings:** An Annual General Meeting shall be held in or about May/June of each year to receive the annual report and audited accounts, and to elect officers and members of the Committee. The Committee shall decide when ordinary meetings of the Society shall be held and shall give at least fourteen days notice of such meetings to all members.

Special general meetings of the society shall be held either at the request of the Committee or at the written request of twenty-five members of the Society. Twenty-five members personally present shall constitute a quorum for a Meeting of the Society, except for special General Meetings when fifty members personally present shall constitute a quorum.
- 6. President and Vice-President(s):** A President and Vice-President(s) may also be elected at a General Meeting of the Society for periods to be decided at such a meeting.

7. Officers: The Officers of the society shall consist of the Honorary Secretary, the Honorary Treasurer and the Honorary Minutes Secretary, who shall be appointed at the Annual General Meeting. All of them shall relinquish their office every year and shall be eligible for re-election at the Annual General Meeting. The Committee shall have the power to fill casual vacancies occurring among Officers of the Society.

8. Committee Members: Nominations for the election of Committee members shall be made at least fourteen days before the Annual General Meeting. Such nominations shall be in writing and shall be supported by a seconder, and the consent of the proposed nominee must first have been obtained. If the nominations exceed the number of vacancies, a ballot shall take place in such manner as shall be determined. Members of the Committee shall be elected annually. At the Annual General meeting outgoing members may be re-elected.

9. The Committee: The Committee shall be responsible for the management and administration of the Society.

- (i) Composition: The Committee shall consist of the Officers and not more than twelve other members. The committee shall have power to co-opt further members (who shall attend in an advisory or non-voting capacity). The Chairman and Vice-Chairman shall be elected at the first meeting of the Committee from among its members.

The Officers and members of the Committee shall normally be resident or work in the Borough of Guildford but the committee shall have power to co-opt additional members from outside the borough. The President and Vice-President(s) may attend any meeting of the Committee but shall not vote at any such meeting. In the event of an equality in votes the Chairman shall have a second or casting vote.

- (ii) Meetings: The Committee shall meet not less than six times a year at intervals of not more than two months and the Honorary Secretary shall give all members not less than seven days' notice of each meeting. The quorum shall, as near as may be comprise one-third of the members of the Committee.

- (iii) Retirement: One-third of the members of the committee shall retire annually but shall be eligible to offer themselves for re-election. The order or seniority within the Committee shall be decided by ballot at the first election following the adoption of this Constitution. Co-opted members should retire.

10. Declaration of Interest: It shall be the duty of every member of the Committee (or any sub-committee) to declare any direct financial or other interest known, or likely to be of interest, to the Society, and also to declare such interest at any subsequent meeting at which such interest may be of concern to the Society.

11. Amendment to the Constitution: This Constitution may be amended by two-thirds majority of members present at an Annual General Meeting or Special General meeting of the Society, provided that twenty-eight days' notice of the proposed amendment is given to all members.

12. Notice: Any notice required to be given by these Rules shall be deemed to be duly given if left at or sent by pre-paid post to the address of members last notified to the Honorary Secretary. In addition, if a member has given the Society an email address and

has consented to receipt of notices in that way, any such notices may be sent by email to that address.

13. Winding Up: The Society may be dissolved by a two-thirds majority of members voting at an Annual General Meeting or Special General meeting held not less than fourteen days after the previous Meeting. At a dissolution the assets of the Society shall be distributed to such other charitable institution or institution with objects the same as or similar to those of the Society as shall be chosen by the Committee.

As amended at the A.G.M. on 2nd June 2016 (2nd Amendment)

Previous amendments:

1st Amendment 27th May 1982

1st Issued 1975

