



NOTTINGHAMSHIRE LOCAL HISTORY ASSOCIATION



NOTTINGHAMSHIRE LOCAL HISTORY ASSOCIATION CONSTITUTION

1) NAME

- a) The Association shall be called the NOTTINGHAMSHIRE LOCAL HISTORY ASSOCIATION (hereinafter called “The Association”).

2) PURPOSES

- a) The Association is established:
 - i) To promote the advancement of education by the study of local history in the county of Nottinghamshire (hereinafter called “the area of benefit”).
 - ii) To promote and organize co-operation in the achievement of the above purposes and to that end to bring together representatives of the statutory authorities, voluntary organizations and individuals engaged in the furtherance of the above purposes in the area of benefit.
- b) In the furtherance of the above purposes, but not further or otherwise the Association may:
 - i) Assist any charitable body financially or otherwise.
 - ii) Affiliate or become affiliated to or become a member of the Standing Conference for Local History or the Community Council for Nottinghamshire or any other body having charitable purpose.
 - iii) Obtain, collect and receive money and funds by way of contributions, donations, affiliation fees, subscriptions, legacies, grants and any other lawful method, and accept and receive gifts or property of any description (whether subject to any special trusts or not).
 - iv) Procure and provide information.
 - v) Procure to be written and print, publish, issue and circulate gratuitously or otherwise any reports or periodicals, books, pamphlets, leaflets, or other documents.
 - vi) Arrange and provide for or join in arranging and providing for the holding of exhibitions, courses, meetings, lectures and classes.

vii) Promote and carry out or assist in promoting and carrying out research, surveys and investigations and publish the results thereof.

viii) Promote and assist in the preservation of local records, antiquities and objects of historical research.

ix) Do all such lawful things as are necessary for the attainment of the above purposes.

3) MEMBERSHIP

a) Membership of the Association shall consist of the following:

i) Individual members.

ii) Local history societies or groups

iii) Institutions, organizations, educational and other corporate bodies

b) Members shall pay such subscriptions as may be decided from time to time by the Association at the General Meeting.

4) OFFICERS

a) The elected officers of the Association shall consist of a Chairman, one or more Vice-Chairmen, an honorary Secretary and an Honorary Treasurer. The Executive Committee may from time to time appoint such other officers as it may decide, to hold office until the next ensuing Annual Meeting of the Association. The Association may appoint a President and one or more Vice-Presidents.

b) Members of the Association and the representatives of any society, local history group, organization, institution, education or other corporate body which is a member of the Association shall be eligible for election as officers.

c) The Chairman and officers shall retire annually but shall be eligible for re-election provided that the Chairman shall not hold office for more than five consecutive years.

5) EXECUTIVE COMMITTEE

a) There shall be an Executive Committee whose duty it shall be to carry out the general policy of the Association and to provide for the administration, management and control of the affairs and property of the Association

b) The Executive Committee shall consist of the officers of the Association and not less than seven or more than ten other persons, being members of the Association or of any local history society or group which is a member of the Association, or representatives of any organization, institution, educational or other corporate body which is a member of the Association, who shall be elected at the Annual Meeting.

c) Election to the Committee shall be for three years. One-third of the elected members of the Committee shall retire annually but shall be eligible for re-election if nominated, the members so to retire being those who have been longest in office since the last election. As between members who have been in office the same length of time, those due to retire shall be chosen by lot.

- d) The Executive Committee shall have power to co-opt not more than three persons whether or not members of the Association to serve on the Executive Committee.
- e) The Executive Committee may invite any person to attend its meetings as an observer but without power to vote.
- f) The Executive Committee shall meet not less than three times a year.
- g) Any casual vacancy on the Executive Committee may be filled up by the Executive Committee and any person appointed to fill such a casual vacancy shall hold office until the conclusion of the next Annual Meeting and shall be eligible for re-election at that meeting.
- h) ~~The quorum shall be one-third of the total membership of the Committee.~~
- i) The proceedings of the Executive Committee shall not be invalidated by any failure to appoint or any defect in the appointment, election or qualification of any members.

6) NOMINATIONS OF OFFICERS AND EXECUTIVE COMMITTEE

- a) Nominations for either officers or members of the Executive Committee must be in writing and must be in the hands of the Secretary at least seven days before the Annual Meeting. Should nominations exceed vacancies, election shall be by ballot.

7) MEETINGS OF THE ASSOCIATION

- a) The Annual Meeting of the Association shall be held before 31st March. At least twenty-eight days' clear notice shall be given in writing to each organization and person in membership of the Association.
- b) At the Annual Meeting the business shall include the election of a Chairman and other officers, the election of members of the Executive Committee, the appointment of auditor(s), and the consideration of an annual report of the work done by or under the auspices of the Association and of the audited accounts.
- c) A special meeting of the Association shall be called at fourteen clear days' notice in writing upon the written demand of six members, or by the Chairman or a Vice-Chairman acting in his absence or by the President or by the Executive Committee.
- d) Meetings of the Association may be attended by all members of societies, local history groups, organizations, institutions, educational or other corporate bodies which are members of the Association, but only two members duly authorized by any such society, local history group, organization, institution, educational or other corporate body may vote on its behalf. Each such representative and every other person being a member of the Association shall be entitled to one vote.
- e) The quorum at a meeting of the Association shall be twenty members.

8) FINANCE

- a) The income and property of the Association shall be applied to further the objects of the Association and not otherwise provided that nothing herein shall prevent the payment in good faith of reasonable and proper remuneration to any servant of the Association or the repayment of reasonable out-of-pocket expenses.

- b) The Association may appoint a custodian trustee or a trust corporation of not less than three persons to hold any property held by or in trust for the Association or may with the agreement of the Official Custodian for Charities transfer to him personal property (within the meaning of Section 16(a) of the Charities Act 1960) so held and make application for an order vesting in him any other property so held.

9) ALTERATIONS TO THE CONSTITUTION

- a) Alterations to the Constitution shall receive the assent of not less than two-thirds of the members of the Association present and voting. A resolution for the alteration of the Constitution shall be received by the Secretary of the Association at least twenty-one clear days before the meeting at which the resolution is to be brought forward. At least fourteen clear days' notice in writing of such a meeting shall be given by the Secretary to the members and shall include notice of the alterations proposed. Provided that no alteration shall be made to Clause 2 which would cause the Association to cease to be a charity at law.

10) ASSOCIATION YEAR AND AUDIT

- a) The Association year shall run from January 1st to December 31st. Once at least in every year the accounts of the Association shall be audited by one or more qualified auditors.

11) DISSOLUTION

- a) The Association may at any time be dissolved by a resolution supported by the votes of not less than two-thirds of those present and voting at a meeting of the Association of which at least twenty-eight clear days' notice shall have been sent to all members of the Association. Such resolution may give instructions for the disposal of any assets held by or in the name of the Association provided that if any property remains after the satisfaction of all debts and liabilities, such property shall not be paid to or distributed among the members of the Association but shall be given or transferred to such other charitable institution or institutions having objects similar to the objects of the Association as the Association may, with the approval of the Charity Commissioners or other authority having charitable jurisdiction, determine.

NOTES

18/02/2012	Constitution scanned from earlier typed copy, date unknown. No changes to wording
10/09/2013	Minor changes to style – font changed to Times New Roman, logo removed, NLHA banner inserted on page 1. No changes to wording.