**THE UPWEY SOCIETY**

**CONSTITUTION AND RULES**

1. **NAME:** The name of the Society shall be The Upwey Society

2. **OBJECTS:** The objects of the Society shall be:

(1.a.i.i) To maintain and improve the amenity and special character of the Village of Upwey and its surroundings

(1.a.i.ii) In furtherance of (a.i.i), to liaise and consult with local and national government authorities and other relevant bodies

(1.a.i.iii) To maintain liaison with the Weymouth Civic Society, the Campaign to Protect Rural England and other local bodies with similar aims

(1.a.i.iv) To arrange informative meetings and events of interest to Members and the Village as a whole

(1.a.i.v) To engage in fund-raising activities, either for specified purposes or to support the above objects of the Society generally.

3. **DEFINITION OF "VILLAGE":** For the purposes of the Society's Constitution and Rules, the boundaries of the village of Upwey shall be taken as being: to the North, the South Dorset Ridgeway; to the East, the railway line; to the South, Littlemore Road and Mill Street and to the West, the Weymouth & Portland Council boundary.

4. **MEMBERSHIP:** Membership of the Society shall be open to all households in the Village and to other persons who support the objects of the Society. The number of non-resident members shall not exceed 30% of the total membership.

5. **SUBSCRIPTIONS:** The subscription to the Society for each household shall be set at the Annual General Meeting for the following subscription year. Subscriptions for the ensuing twelve months shall be due and payable on the 1st September in each year. Payment of this subscription shall entitle to membership all permanent residents of that household aged 18 years or over, but each household shall have not more than two votes at General Meetings of the Society. Membership may, at the Committee's discretion, be terminated if any subscription is more than six months in arrears.

6. **OFFICERS AND COMMITTEE:** The Officers of the Society shall be the Chair, Vice Chair, Secretary and Treasurer. The Committee shall consist of the Officers and no more than twelve Committee Members. In addition the Society members shall have the power at an Annual or Special General Meeting to appoint a President of the Society who shall hold office until resignation, or the appointment by the members of a successor, or a decision by the members that the President's position should be made vacant.

7. **ELECTION OF OFFICERS AND COMMITTEE:** The Officers (excepting the President) and the Committee shall be elected annually at the Annual General Meeting and shall hold office for one year and then be eligible for re-election. Elections shall, if necessary, be by secret paper ballot and the President or, should the President be unable or unwilling, a member not seeking election shall conduct the elections. In the event of any office being or falling vacant, the function of that office may be carried out by a committee member elected for that purpose by the Members of the Committee at a Committee Meeting.

8. **POWERS AND DUTIES OF COMMITTEE:** The Committee shall be responsible for:

(i) Carrying out such duties as may be assigned to them by the membership at the Annual General Meeting or any Special General Meeting of the Society. Appointing members of the committee to liaise with and consult with the local planning authorities and other relevant bodies.

(ii) Seeking assistance from the general membership in the formation of working parties.

(iii) Editing and circulating newsletters to all members.

(iv) Administering the Society's website.

(v) Publicising forthcoming meetings and events.

(vi) Organising events and activities consistent with the Objects of the Society.

(vii) The Committee shall have authority to co-opt additional members if required.

9. **COMMITTEE MEETINGS**: The Committee will normally meet at intervals of about two months, with each date usually agreed at the previous meeting or earlier. Other meetings may be convened by the Chair as deemed necessary. In the absence of the Chair the meeting shall be chaired by the Vice Chair or, in the Vice Chair's absence, a Committee Member chosen by those members of the Committee present at the meeting. Decisions shall be made by simple majority of those present.

10. **ANNUAL GENERAL MEETING:** The Annual General Meeting shall be held in March of each year and three weeks' notice of the holding of the meeting must be given to all members of the Society. The following items must be included in the agenda:

i) Chair's Report

(ii) Secretary's Report

(iii) Treasurer's Report

(iv) Membership Secretary's Report

(v) Election of Officers and Committee

(vi) Election of Accounts 'Examiner'

(vii) Any other relevant business

A statement of the accounts of the Society will be available for the Annual General Meeting. Nominations for the Officers and Committee for the ensuing year must be given to the Secretary not later than one week before the meeting. They must be in writing, with signed acceptance by the candidate proposed, and by a proposer and seconder.

11. **SPECIAL GENERAL MEETINGS:** A Special General Meeting shall be called by the Chair either upon the receipt by the Secretary of a written request signed by not less than ten members or in the circumstance described in paragraph (12) A request must state the business to be discussed. A notice calling the meeting shall be issued to the membership and the notice must describe the business to be discussed. The meeting shall not take place until fourteen days after notice has been given. The stated business will be the only business to be discussed at that Special General Meeting.

12. **MODIFICATION OF THE CONSTITUTION AND RULES:** Any proposed alterations or additions to the Constitution and Rules shall normally be discussed and voted upon only at an Annual General Meeting. Notice of any such alterations or additions shall be given in writing to the Secretary, not later than the end of January in any year for inclusion in the Agenda of the Annual General Meeting for that year. Exceptionally, notice of any proposed alterations or additions may be given to the Chair at any other time, and it shall be at the discretion of the Committee whether a Special General Meeting shall be called to consider the proposals. Any proposed alteration or addition shall be approved if carried by a two thirds majority of the members present.

13. **QUORUM:** Fifteen members personally present shall constitute a quorum at any General Meeting of the Society and seven members a quorum at any Committee Meeting.

14. **CASTING VOTE:** The Chair of any meeting shall have a casting vote.

15. **FINANCES**: The Society may hold such current or savings accounts as the Committee shall decide. The resources of the Society may be derived, among other sources, from subscriptions, charges for attendance at events organised by the Society and specific fund-raising activities. The Society may maintain a reserve of such amount as the Committee shall decide. Expenditure shall be consistent with the objects of the Society and may include gifts or donations to other bodies.