

## WAKEFIELD CIVIC SOCIETY - CONSTITUTION

Constitution of the Society as drawn up in 1964 and incorporating subsequent amendments approved at Annual General Meetings and Special Meetings up to and including March 2005.

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1. NAME                    The name of the Society shall be the Wakefield Civic Society.
  
2. OBJECTS                The objects of the Society shall be to promote and encourage the following objects by charitable means but not otherwise:
  - (a) To encourage high standards of architecture and town planning in Wakefield and district.
  - (b) To stimulate public interest in and care for the beauty, history and character of the area of the City and its surroundings.
  - (c) To encourage the preservation, development and improvement of features of general public amenity or historic interest.
  - (d) To pursue these ends by means of meetings, exhibitions, lectures, publications, other forms of instruction and publicity, and promotion of schemes of a charitable nature.
  
3. MEMBERSHIP           Subject to the approval of the Executive Committee, membership shall be open to all who are in sympathy with the aims of the Society and shall be divided into four categories of personal membership and three categories of corporate/organisational membership:-

Personal Membership Categories shall be:

Individual, Individual unwaged/retired, Joint (i.e., two adults living at the same address, each with voting rights), Family (i.e., no more than two adults living at the same address and each with voting rights together with their children),

Corporate/Organisational Membership Categories shall be:

Bronze, Silver and Gold.

The Executive Committee may award Honorary Life Membership in recognition of outstanding service to the Society.
  
4. SUBSCRIPTIONS        The minimum annual subscriptions payable by members in the several categories shall be decided by the Society in Annual General Meeting, or at a Special General Meeting, and shall take effect from the following first day of January for existing members and with immediate effect for new members but that new members should pay a pro-rata amount of the relevant annual subscription to cover the remaining complete months of the year. Should any subscription be unpaid twelve months after it is due, the relevant membership shall lapse.

At the discretion of the Executive Committee, the subscription otherwise payable by a Corporate Member may be waived in full or in part where the Corporate Member provides services that equal to, or are in excess of, the subscription being waived.

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### 5. MEETINGS

An Annual General Meeting shall be held in March when the business shall include consideration of the Executive Committee's report and of the Society's audited accounts, and the election of officers and members of the Executive Committee. The Executive Committee shall decide when ordinary meetings of the Society shall be held and shall give at least 21 days' notice of such meetings to all members.

Any member wishing to propose a motion at the Annual General Meeting or Special Meeting shall give 14 days' notice of the motion to the Honorary Secretary.

Special General Meetings of the Society shall be held at the request of 10 or more members.

### 6. OFFICERS

Nominations for the election of officers shall be made at or before the Annual General Meeting. Such nominations shall be in writing, supported by a seconder, and the consent of the proposed nominee must first have been obtained. The election of officers shall be completed prior to the election of further Committee members. The officers of the Society shall consist of:-

President  
Vice-President  
Honorary Secretary  
Honorary Treasurer

all of whom shall relinquish their office every year and shall be eligible for re-election at the Annual General Meeting.

The retiring President shall if not seeking re-election, automatically become ex-officio a member of the Executive Committee, as immediate Past President for one year only; that person shall then, as an ordinary member of the Society, become eligible for re-election to office or Executive Committee membership.

### 7. COMMITTEE

The Executive Committee shall consist of the Officers and not more than 21 further members. Membership of the Committee shall normally be for 2 years. Ten members shall be elected each year plus the number necessary to bring the strength of the Committee up to 21. Where more than 11 vacancies occur, the 11 members securing most votes shall be elected for 2 years and the remaining successful members shall be elected for one year. It shall have power to co-opt not more than three further members for its period of office and may invite additional persons to attend in an advisory non-voting capacity, when considering any specific matter.

Nominations for election to the Executive Committee shall be made at or before the Annual General Meeting. They must be in writing, 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.

The Executive Committee shall be responsible for running the affairs of the Society, and may take decisions on its behalf. A quorum for Meetings of the Executive Committee shall consist of 7 members.

The Executive Committee shall have power to establish Sub-committees for special purposes with powers as delegated by the Executive Committee.

The Executive Committee shall appoint the Chairman and members of any such Sub-Committee but membership may include full members of the Society not serving on the Executive Committee. The President and Vice-President of the Society shall be ex-officio members of all such Sub-Committees.

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8. FUNDING                   The Executive Committee shall have power to make appeals, solicit donations and canvass monies for carrying out the objects of the Society. The Executive Committee shall also have the power to seek sponsorship in pursuance of the Society's aims.
  
9. EXPENSES OF ADMINISTRATION           The Executive Committee shall out of the monies received by the Society pay all proper expenses of administration and management of the Society and shall use the residue of such monies as it thinks fit for or towards the objects of the Society.
  
10. INVESTMENT           All monies at any time belonging to the Society and not required for immediate application for its objects shall be invested by the Executive Committee upon such investments, securities or property as it may think fit, but so that monies subject or representing property subject to the jurisdiction of the Charity Commissioners or of the Minister of Education shall only be invested in such securities as may for the time being be prescribed by law.
  
11. BORROWING            The Executive Committee may borrow for the objects of the Society such monies at such rate of interest and in such a manner as it may think fit.
  
12. AMENDMENTS           The Constitution may be amended by a two-thirds majority of members present and voting at an Annual or Special General Meeting, provided that 14 days' notice of the proposed amendment has been sent to all members, and provided that nothing herein contained shall authorise any amendment permitting the expenditure of funds of the Society on any object which is not covered by Rule 2 of this Constitution.
  
13. WINDING UP            In the event of the winding-up of the Society, the available funds of the Society shall be transferred to such one or more charitable bodies, preferably in Wakefield and District or alternatively in Yorkshire, having objects similar, or reasonably similar, to those herein before declared as may be chosen by the Executive Committee and approved by the Charity Commissioners for England and Wales.