

# THE BATH AND COUNTIES ARCHAEOLOGICAL SOCIETY

## CONSTITUTION as amended at the 2019 Annual General Meeting

1. The Society shall be known as the 'Bath and Counties Archaeological Society'.

2. The Objectives of the Society shall be

To promote for the public benefit the study of archaeology in all its branches.

The Society shall:

- a. Promote, encourage and assist in excavations and investigations of general archaeological interest and to publish appropriate reports.
- b. Organise lectures, discussions and excursions.
- c. Educate the general public in archaeology and heritage and actively promote the Society's activities and findings to all members of the community and especially children.
- d. Promote research into all aspects of archaeology.

3. Excavations

Members engaged on excavations shall undertake not to remove any finds from the site however trivial or unimportant these may appear, and shall do their utmost to see that this regulation is strictly observed by other helpers or visitors.

4. Membership

- a. Application for membership shall be made on the prescribed form. The names of newly elected members shall be announced, as convenient, at General and other open meetings of the Society.
- b. The rate or rates of annual subscription shall be fixed from time to time by a General meeting of members. Different rates may be prescribed for different categories of member. Subscriptions are due and payable annually.

5. Annual General Meeting

- a. The Annual General Meeting shall be held during February. At this meeting the reports on the past year's activities and the audited accounts shall be presented. The Officers and the other members of the Committee shall then resign their posts, and the election of Officers and Members of the Committee shall then take place. Retiring Officers and Members shall be eligible for reelection.
- b. The election of a President and Vice-president may be made at the Annual General Meeting.
- c. The Officers elected at the Annual General Meeting for the ensuing Year shall consist of a Chairman, Honorary Secretary and Honorary Treasurer. Up to seven Committee Members shall also be elected.
- d. Nominations for the Officers and Members of the Committee must reach the Honorary Secretary ten clear days before the date of the Annual General Meeting.
- e. Candidates for election must be proposed and seconded by fully paid Members of the Society and shall have the prior consent of the person nominated.
- f. An Independent Examiner shall be appointed at each Annual General Meeting.
- g. Elections shall be by ballot or show of hands.

6. Special General Meeting

- a. The Committee may at any time call a Special General Meeting of the Society.
- b. On a request to the Chairman, signed by not less than 25 members, a Special General Meeting may be summoned.

- c. Members shall be notified of the business of a Special General Meeting at least fourteen days before such a meeting.

#### 7. Powers of the Committee

- a. The affairs of the Society shall be managed by a Committee elected by, and subject to the directions of, the members at the Annual General Meeting.
- b. The Committee shall be the Trustees for the life of all the property, both real and personal of the Society.
- c. The Committee may nominate a President and Vice-President for election at the Annual General Meeting.
- d. The Committee may during the course of the year, appoint a member to serve for that year should a vacancy occur, and may also co-opt not more than two additional members for any particular duty that may be required during that year, but such co-opted members shall not have voting powers.
- e. The Committee shall, if necessary, make alterations to the Constitution, but such alterations must be submitted to the Annual General Meeting for approval. No alteration shall be made to clauses 2, 7f or 8b without the approval of the Charity Commission, and no alteration shall be made which will cause the Society to cease to be a charity in law.
- f. Each Member of the Committee shall have one vote. In the case of an equality of votes, the Chairman shall have a second or casting vote.
- g. At Committee meetings the quorum shall be five.

#### 8. Finance and Property

- a. The real and personal property of the Society shall be held in Trust on behalf of the Society by the Trustees.
- b. If in the event of the dissolution or winding up of the Society there remains, after the satisfaction of all just debts and liabilities, any property whatsoever, the same shall not be distributed among the members of the Society but shall be given or transferred to a charitable institution or institutions having objects similar to the Society, as the Society may decide, and if effect cannot be given to such, then to some other charitable object.
- c. The Society's accounts shall be drawn up for each period of 12 months ending on 31 December and shall be examined by the person appointed under clause 5f.

#### 9. Removals

- a. A member whose subscription remains unpaid three months after renewal date shall cease to be a member of the Society.
- b. If there shall be any ground alleged other than the non-payment of subscriptions, for the removal of any members of the Society, such ground shall be submitted to the Committee, who if they so resolve shall bring the question of such removal before the Annual or Special General Meeting, and given notice thereof to such member, and such member shall, if a resolution be passed at such meeting for such removal thereupon cease to be a member of the Society.