

WALBERSWICK LOCAL HISTORY GROUP

CONSTITUTION (as at April 2016)

1. **NAME:** The name of the group shall be the Walberswick Local History Group. (WLHG)
2. **OBJECTS:** The object of the WLHG shall be to research the history of Walberswick, to keep historical records, to hold meetings and other appropriate events during the year and to make the contents of the WLHG'S archive available to anyone with an interest in the village.
3. **MEMBERSHIP:** Membership of the WLHG shall be open to all, subject to ratification by the Committee, and upon payment of an annual subscription, payable on the 1st of January each year. Membership shall lapse if the subscription is outstanding three months after a reminder. The Committee shall establish annually the levels of subscription of individuals and Junior Membership (under the age of 16 years).
4. **MANAGEMENT:** The WLHG shall be managed by a Committee of nine members, elected at the Annual General Meeting (AGM). The Committee may fill casual vacancies on the Committee subject to ratification at the next AGM. At Committee Meetings five Members shall form a quorum.
5. **OFFICERS:** The Committee shall appoint a Chairman, Secretary, Treasurer, Archivist and Membership Secretary from among their Members. The Committee shall be elected each year at the AGM. An Auditor shall be appointed by the Committee. The Auditor shall not be a Member of the Committee.
6. **SUB-COMMITTEES:** The Committee may appoint Sub-Committees for defined purposes and duration, consisting of Members of the Committee and Members taken from the WLHG Membership, and may delegate such powers and duties to them as they think fit, including the power of co-option.
7. **GENERAL MEETINGS:** General Meetings of the WLHG shall be held in Walberswick once a year during the month of April. Members shall be given fourteen days' notice of such meetings. An audited financial statement for the year ending the previous 31st December is to be presented at the Meeting. A quorum shall be five Members of the Group.
8. **SPECIAL GENERAL MEETINGS:** Special General Meetings may be called by the Committee, to be held in Walberswick at the written request of at least five Members, provided that the purpose of the meeting is specified to the Secretary at least twenty-eight days before the proposed date of any such a meeting.
9. **ALTERATIONS TO THE CONSTITUTION:** Proposals for the alteration of the Constitution shall be submitted to the Secretary. Members shall be given at least fourteen days notice of any proposal, to be presented to a General Meeting for consideration. A proposal shall only be carried if not less than two-thirds of the Members present vote in favour.

Alan Walpole (Secretary)
(Revised from 23rd March 1994)
25th April 2016