

The Teddington Society (Registered Charity No 802026)

Revised Constitution and Rules – May 2022

1. **Name:** The name of the Society shall be The TEDDINGTON SOCIETY
2. **Aims and Objectives:** The Society shall pursue, on a non-party and non-sectarian basis, the following aims and objectives:
 - a) To maintain and encourage high standards of architecture, town planning and design in, or in areas affecting, Teddington;
 - b) To provide information about the geography, history, natural history and architecture of Teddington;
 - c) To encourage the preservation, protection, development and improvement of features of general public amenity, civic or historic interest;
 - d) To support such local charitable purposes as the Society may from time to time determine.
3. **In pursuit of the above aims and objectives** the Society shall endeavour:
 - a) To promote civic pride in Teddington and to foster the preservation of any place or building of beauty or historic interest within the area;
 - b) To promote research into subjects directly connected with the objectives of the Society and, where appropriate, to make available the results of any such research;
 - c) To liaise with the local authorities, planning committees, and all other statutory authorities, voluntary organisations, charities and persons having aims similar to those of the Society;
 - d) To hold meetings and talks, arrange exhibitions and promote local activities;
 - e) To widen local knowledge by providing guidance and information;
 - f) To raise funds and to invite and receive contributions from any person or persons by way of subscription, donation and otherwise provided that the Society shall not undertake any permanent trading activities in raising funds for the said objectives.
4. **Membership** shall be open to all who are interested in the aims and objectives of the Society. Membership shall cease if the subscription is unpaid three months after it is due. There shall be four types of membership:
 - a) Individual
 - b) Family (Those aged less than 18 years shall not be entitled to vote at any meeting of the Society)
 - c) Senior (Individual or Joint)
 - d) Corporate; organisations, schools, industrial and commercial firms, who shall appoint a representative to vote on their behalf at all meetings of the Society.
5. **Subscriptions:** The Society shall levy an annual membership fee, the amount(s) of which may be varied from time to time by the Society in a General Meeting.
6. **Meetings:**
 - a) An Annual General Meeting shall be held in or about April of each year to receive the Annual Report of the Executive Committee and the independently examined accounts for the year ended on the preceding 31 December and to elect the Officers of the Society. A President and one, or more, Vice-Presidents may also be appointed by the Executive Committee;
 - b) A Special General Meeting of the Society shall be held within 28 days of the receipt of the request made by ten or more members and given in writing to the Secretary;

- c) Twenty members shall constitute a quorum for a General Meeting of the Society whilst seven members including at least three Officers shall constitute a quorum of the Executive Committee.

7. Honorary Officers.

The President and/or Vice Presidents will not serve on the Committee. The Chairman, Vice-Chairman, Secretary, Treasurer, Membership Secretary and Press Officer will be Honorary Officers of the Society serving on the Executive Committee. No Councillor nor Declared Candidate for the London Borough of Richmond upon Thames shall hold office in the Society.

8. Executive Committee:

- a) The Executive Committee of the Society shall consist of the Officers, the Leaders of the working groups, the Website Manager, the Minutes Secretary and the role of Corporate Liaison. The Committee shall have the power to co-opt up to four additional members who shall attend meetings in an advisory and non-voting capacity. The President and Vice Presidents may attend meetings of the Executive Committee, but may not vote at such meetings.
- b) The Leaders of the working groups will be selected by group members with their selection being accepted by the Executive Committee and formally ratified at the next Annual General Meeting.
- c) The Website Manager, the Minutes Secretary and the Corporate Liaison role may be appointed by the Executive Committee during the year, with their appointment being formally ratified at the next Annual General Meeting.
- d) The Executive Committee shall be responsible for the general administration and conduct of the affairs of the Society and may take decisions on its behalf.

9. Elections

- a) All Officers shall retire annually and shall be eligible for re-election.
- b) The appointment by the Executive Committee during the year of other Committee Members will be formally ratified at the Annual General Meeting. No formal election will be necessary unless there are other nominations for these posts.
- c) All nominations for election shall be given in writing to the Secretary, at least seven days before the date of the Annual General Meeting, duly proposed and seconded and having the consenting signature of the nominee. The election of Officers shall be completed prior to the ratification of appointment of other Committee Members.
- d) If the nominations exceed the number of vacancies to be filled a ballot shall be held.
- e) No Officer or Member of the Executive Committee of an Amenity Society covering any area outwith the London Borough of Richmond upon Thames shall hold office in or be a member of the Executive Committee of the Society.
- f) No Councillor nor Declared Candidate for the London Borough of Richmond upon Thames shall hold office in the Society.

10. Financial Interest:

Any person having any commercial or pecuniary interest whatsoever in areas likely to affect the activities of the Society shall declare such interest at the time of standing for election as an Officer or member of the Executive Committee of the Society. Any Officer or member of the Executive Committee who acquires such commercial or pecuniary interest shall immediately declare such interest to his fellow Officers and Executive Committee members and shall not be entitled to vote on such matters. No Officer or member of the Executive Committee shall be paid for services rendered to the Society other than the reimbursement of out of pocket expenses.

11. Finance

- a) The Executive Committee shall, out of the funds of the Society, pay all proper expenses of administration and management of the Society. After the payment of the administration and management expenses and the setting aside to reserve of such sums as may be deemed expedient, the remaining funds of the Society shall be applied by the Executive Committee in furtherance of the purposes of the Society.
- b) The Society may appoint a custodian or trust corporation of not less than three persons to hold any property held by or in trust for the Society or may with the agreement of the official custodian for the Charities, transfer to him personal property (within the meaning of Section 21/23 of the Charities Act 1993) so held and make application for an order vesting him in any property so held.
- c) The Treasurer of the Society shall be empowered to hold a bank and/or building society account on behalf of the Society. All cheques issued for and on behalf of the Society shall bear the signature of two authorised Officers or be authorised by two designated officers. The accounts shall be independently examined annually by an independent examiner who shall be appointed annually at the Annual General Meeting.

12. Data Protection: The Society shall abide by the principles of the Data Protection Act.

13. Amendments: The Constitution may be amended by a two-thirds majority of members present at an Annual or Special General Meeting, provided that fourteen days notice of the proposed amendment has been sent to all members and provided that nothing therein contained shall authorise any amendment the effect of which would be to cause the Society at any time to cease to be a charity in law.

14. Winding up or closure of the Society. The Society may be dissolved by a two-thirds majority of members voting at an Annual General Meeting or Special General Meeting of the Society confirmed by a simple majority of members voting at a further Special General Meeting held not less than 14 days after the previous meeting. If a motion for dissolution of the Society is to be proposed at an Annual General Meeting or Special General Meeting this motion shall be referred to specifically when notice of the Meeting is given. In the event of the dissolution of the Society the available funds of the Society shall be transferred to one or more charitable institutions having objectives similar to those herein before declared.