

# **MERSEYSIDE ARCHAEOLOGICAL SOCIETY**

## **Rules of the Society (Revised 19 April 2001)**

### **1. Title**

- 1.1 The Society shall be called the Merseyside Archaeological Society, hereinafter referred to as the Society.

### **2. Status**

- 2.1 The Society shall be registered as a charity under the current terms of the Charities Act 1993 (registration number 510831).

### **3. Objects**

- 3.1 The object of the Society is the advancement of public education in archaeology, history and antiquity within Merseyside.

- 3.2 In furtherance of the objects, but not otherwise, the Council may exercise the following powers:

- 1) Arranging meetings, lectures, exhibitions, conferences and visits to archaeological sites, monuments and places of historical interest.
- 2) Promoting archaeological activity and research within Merseyside and providing a focus for archaeological interest.
- 3) Researching and publishing archaeological material relevant to Merseyside.
- 4) Publishing the useful results of any such research undertaken.
- 5) Liaison with organisations having similar interests such as local authorities, museums and educational establishments.
- 6) When necessary, raising funds, provided that the Society shall not undertake permanent trading activities.
- 7) Taking any other steps necessary to achieve its purpose.

### **4. Membership**

- 4.1 The Society is open to membership by any interested person on payment of the annual subscription.

- 4.2 The Society shall consist of ordinary, junior and institutional members.

- 4.3 Ordinary members shall have the right to attend all lectures, exhibitions, meetings and other activities, and shall be entitled to a copy of the Society's Journal. They have the right to vote at meetings and to stand for membership of the Council.

- 4.4 Junior members shall be under eighteen years. They shall be entitled to all privileges of Ordinary members with the exception of the right to vote at meetings, to serve on the Council and to receive the Society's Journal.

- 4.5 Families who wish to receive only one copy of the Journal may pay a joint subscription. Those family members aged eighteen or above may vote at meetings and be members of Council.

- 4.6 Institutions shall be entitled to one copy of the Society's Journal. Their members shall have the right to attend all lectures, exhibitions, meetings and other activities. They may appoint an individual to represent it and to vote on its behalf.

- 4.7 The financial year of the Society shall run from 1 January to 31 December. All subscriptions shall become due and payable by the first day of January in each year. A member whose subscription is in arrears by six months shall cease to be a member and shall not receive a volume of the Journal.

- 4.8 The amount of the annual subscription for each class of members shall be determined by the Annual General Meeting held in the previous year.

- 4.9 The Society has the authority to appoint a President and not more than three Vice-Presidents.

- 4.10 The Society has the authority to confer life membership on those who it desires to honour for outstanding services rendered to the Society or to archaeology in Merseyside.

## **5. Management**

- 5.1 The Society shall be managed by a Council consisting of the following Honorary Officers:  
Chair, Vice-Chair, Secretary (or Secretaries), Treasurer and twelve ordinary members, who shall be elected at the Annual General Meeting.
- 5.2 Nominations for members of Council shall be proposed and seconded.
- 5.3 Council members shall serve for one year but shall be eligible for re-election.
- 5.4 A Chair who has served for a period of two years shall not be eligible for re-election as Chair until a further period of two years has elapsed. A retiring Chair shall become Past Chair and shall serve on the Council as such during the period of office of the successor.
- 5.5 Council meetings shall be held when required. There shall be a quorum when at least one third of the number of members of the Council for the time being, or three members of the Council, whichever is the greater, are present at a meeting.
- 5.6 The Council shall have the power to co-opt not more than four additional members for the current year.
- 5.7 Any vacancy occurring in the Council may be filled immediately by the Council, subject to confirmation at the next General Meeting.
- 5.8 No one shall be a member of Council who is disqualified by virtue of section 72 of the Charities Act 1993 (or any statutory re-enactment or modification of that provision).

## **6. Sub-Committees**

- 6.1 The Council may appoint one or more sub-committees, consisting of three or more members of the Council, for the purpose of making any inquiry or supervising or performing any function or duty which, in the opinion of the Council, would be more conveniently undertaken or carried out by a sub-committee: provided that all acts and proceedings of any such sub-committees shall be fully and promptly reported to the Council.

## **7. Meetings**

- 7.1 The Annual General Meeting of the Society (of which not less than fourteen days' notice shall be given) shall be held before the end of April in each year.
- 7.2 A Special General Meeting may be called (of which not less than fourteen days' notice shall be given, stating the objects of the meeting) in response to a written proposal to the Honorary Secretary signed by not less than ten members.
- 7.3 Additional General Meetings may be scheduled on such occasions as the Council shall decide.
- 7.4 Either one tenth of the membership of the Society, or ten members, whichever is the greater, shall form a quorum.
- 7.5 Voting shall be by show of hands, or secret ballot if requested.

## **8. Alteration of the Rules**

- 8.1 Subject to the following provisions of this clause, the Constitution may be altered by a resolution passed by not less than two thirds of the members present and voting at a general meeting. The notice of the general meeting must include notice of the resolution, setting out the terms of the alteration proposed.
- 8.2 No amendment may be made to clause 1 (the name of the charity clause), clause 3 (the objects clause), clause 10 (the dissolution clause) or this clause without the prior consent in writing of the Commissioners.
- 8.3 No amendment may be made which would have the effect of making the Charity cease to be a charity at law.
- 8.4 The Council should promptly send to the Commissioners a copy of any amendment made under this

clause.

**9. Financial arrangements**

- 9.1 An auditor or independent examiner of the Society's accounts shall be elected at the Annual General Meeting each year.
- 9.2 The elected members of Council shall be the Charity Trustees of the Society. The Trustees acting jointly shall protect all the Society's property and exercise overall control over its financial affairs.
- 9.3 The Council shall appoint 4 of its members to serve as mandated signatories for the Society's bank account. All cheques drawn on these accounts must be signed by at least two of the mandated signatories.
- 9.4 All property belonging to the Society shall be preserved for the use of members at such place or places as the Council shall decide.

**10. Dissolution**

- 10.1 The Society may at any time be dissolved by a resolution supported by not less than two-thirds of those present and voting at a General Meeting of the Society of which at least twenty-one days' notice shall have been sent to all members of the Society. Such resolution may give instructions for the disposal of any assets held by or in the name of the Society, provided that if any property remains after the satisfaction of all debts and liabilities such property shall not be paid to or distributed among the members of the Society but shall be given or transferred to such other charitable institution or institutions having similar aims to the Society as the Council may with the approval of the Charity Commissioners or other authority having jurisdiction under the Charities Act 1993 determine.

**11. Disqualification of members**

- 11.1 Any member who, in the opinion of the Council, is guilty of conduct prejudicial to the aims of the Society shall be given a written invitation to appear before the Council at a date and time not less than twenty-eight days from the date of such invitation. After having heard representations (if any) made by the member, the Council may in its absolute discretion terminate the membership of that person.