



**THE CONSTITUTION**  
*(amended October 2002)*

1. **The name** of the Society shall be The Abbots Langley Local History Society.
2. **The Aims and Objects** of the Society shall be:
  - a) to build a Local Archive of documents (or photocopies of documents) and illustrations relating to the history of Abbots Langley Parish.
  - b) to mount a programme of winter lectures on topics relative to the history of Abbots Langley, places around, and of the County of Hertfordshire.
  - c) to arrange guided Parish History Walks during the summer months.
  - d) to encourage further research into Abbots Langley history.
  - e) to participate in the Abbots Langley Festival of the Arts.
  - f) to encourage secondary pupil interest in Abbots Langley history by the arrangement of annual competitions on themes from the history of the locality.
  - g) to issue a journal, arrange visits to places of local interest, and mount longer-term projects, as membership interest permits.

3. **Membership and Subscriptions:**

Membership shall be open to all persons interested in Abbots Langley history, upon payment of an appropriate subscription, viz.,

- a) family (i.e. 2 adults & relatives/children at the same address
- b) individual
- c) O.A.P.s, students & persons under 18 years of age.

The amount each kind of subscription shall be as recommended by the Committee and agreed at the AGM. Subscriptions shall become renewable on May 1<sup>st</sup> each year. Persons becoming members after January 1<sup>st</sup> shall be charged only half the appropriate subscription fee.

4. **The Business of The Society:**

The affairs of the Society shall be managed by a Committee of up to 12 members, including Chairman, Secretary, Treasurer, Membership Secretary; and up to two members nominated by the Parish Council. All, except the Parish Council nominees (who may be changed from time to time, as the Parish Council sees fit) shall retire annually, but be eligible for re-election.

The Committee shall have power to co-opt additional persons to help it in the management of affairs, and to find an Honorary Auditor of the Accounts.

It shall meet as often as it deems necessary for the good administration of Society business. Half its elected membership shall form a quorum; its resolutions shall be passed by simple majority; the Chairman shall exercise a casting vote if this becomes necessary.

The Committee shall deal with any matters not provided for in this Constitution.

**5. Meetings / Resolutions / Nominations:**

The date of the AGM shall be notified to members not less than 21 days prior to its being held.

Resolutions for discussion at the AGM, and nominations for election to the Committee, shall be forwarded to the Hon. Secretary, duly seconded, at least 14 days prior to the AGM.

The Chairman may call extraordinary General Meetings on receipt of a reasonable request in writing for such a meeting, the request being signed also by six other members.

**6. Alteration of Rules:**

These rules shall only be altered by a two-thirds majority of the members present at a General Meeting. The proposed alteration, in writing and duly seconded, shall have been sent to the Hon. Secretary not less than 14 days prior to the date of the meeting.

**7. Finance:**

The Hon. Treasurer shall prepare a Balance Sheet and Statement of Account for the Society Year, which he shall have properly audited before presenting to the AGM for examination and adoption.

A bank account shall be maintained in the name of the Society and shall be operated by the Hon. Treasurer and one or two other Committee members, as the Committee shall direct.

The four principal Officers are responsible for the maintenance and safe custody of the property of the Society.

All items of expenditure by any member of the Committee shall be strictly within the context of the aims and objects of the Society. All such expenditure shall be subject to the prior approval of the Treasurer (who may consult other Committee members) and be minuted as having received approval. No Officer or other Committee member shall unilaterally make any commitment, enter into any agreement to purchase supplies or equipment, or take any other action that will incur expense to the Society, without first consulting the Treasurer, who may consult other members of the Committee as he deems fit.

Failure to observe these principles may result in a Committee member not being reimbursed.

**8. Dissolution:**

The Society shall be wound up only by resolution of an Extraordinary General Meeting called for the purpose, and upon approval given by not less than two-thirds of those present and entitled to vote as paid-up members.

Any assets remaining after meeting all liabilities shall be disposed of in such manner as the meeting shall decide.

*(n.b. The Committee has sought to ensure that the above text is written in plain English. But to counter any allegation that elements in it are 'gender exclusive', it wishes it to be understood that the text applies to all members equally, and to lady members automatically.)*