

RULES OF CHICHESTER NATURAL HISTORY SOCIETY

(Registered Charity No. 259211 - 1969)

1. TITLE

The title of the Society shall be Chichester Natural History Society.

2. OBJECTIVES The Society shall have for its objectives:

- (a) the study and recording of all branches of Natural History.
- (b) the conservation of the flora and fauna of the district.
- (c) co-operation with other bodies for the conservation and study of the countryside.

3. MEMBERSHIP Open to all persons who undertake to:

- (a) pay the annual subscription.
- (b) uphold the objectives of the Society.
- (c) abide by the rules.

4. CLASSES OF MEMBERSHIP

- (a) Ordinary Members - full membership shall be open to any person over the age of 18 upon payment of the annual subscription.
- (b) Joint and Family Members – two individuals in any household may each be admitted to full membership at a reduced combined subscription, but shall be issued with only one newsletter. Family membership (non-voting) shall be open to any number of persons in the household below the age of 18 or still undergoing a course of full-time education.

5. PRESIDENT

The Society shall elect a President. The President shall be elected at the AGM and shall retire annually, but be eligible for immediate re-election indefinitely. The duty of the President is to conduct the election of the Chairman at the AGM.

6. OFFICERS AND COMMITTEE

The Officers shall consist of Chairman, Secretary, and Treasurer. The Society's affairs shall be conducted by a Committee, consisting of Officers and up to seven Ordinary Committee Members, who shall all be the Charity Trustees. All Officers and Ordinary Committee Members shall be Trustees of the Society. The Committee shall be empowered to fill any vacancy which may occur in either Officers or Ordinary Members. It shall be empowered at any time to co-opt up to two additional Members of the Society to serve on the Committee until the next AGM. The Committee may invite individuals to attend specific Committee Meetings in an advisory capacity and/or appoint specific members to undertake other roles within the Society without them becoming Ordinary Committee Members of the Committee, who shall, by agreement, receive copies of the Agendas and Minutes from Committee meetings.

7. ELECTION AND RETIREMENT OF OFFICERS AND ORDINARY MEMBERS OF THE COMMITTEE.

Officers and Ordinary Members of the Committee shall be elected at the Annual General Meeting.

Officers and Ordinary members of the Committee shall serve three consecutive years with an option at the end of this time to be elected to serve further terms if willing and if approved by the Society.

8. INDEPENDENT EXAMINER

The Society shall elect an Independent Examiner at the AGM, who will make an independent examination of the accounts, to be presented at the AGM.

9. ANNUAL GENERAL MEETING

The Annual General Meeting of the Society, of which not less than 14 days notice must be given, shall be held before the end of the calendar year and the following business shall be transacted:

- (a) Apologies for absence.
- (b) Minutes of the previous AGM to be approved.
- (c) Treasurer's Report to be presented.
- (d) Chairman's Report to be presented.
- (e) Election of President.

- (f) Election/re-election of Chairman (if required).
- (g) Election/re-election of Secretary and Treasurer (if required).
- (h) Election/re-election of Ordinary Committee Members.
- (i) Election of Independent Examiner.
- (j) Any special business of which not less than one week's notice has been given to the Secretary in writing.

10. FINANCIAL YEAR

The Financial Year of the Society shall end on 30th September. The Treasurer shall each year prepare and issue to all members for the AGM a statement showing the transactions (receipts and payments) of the Society for said financial year (ending 30th September).

11. SUBSCRIPTIONS

The amount of the annual subscription for the two classes of membership shall be fixed by decision of the Annual General Meeting. The annual subscription shall be due on 1st October. Any member whose subscription remains unpaid by 31st January of the following year, having been sent a reminder, shall cease to be a member.

12. VOTING

Members shall each be entitled to one vote on resolutions submitted to any meeting. Equality of voting may be carried by the Chairman of the meeting giving a casting vote in addition to a personal vote.

13. ALTERATIONS

The Committee shall be empowered to draft additional Rules or amend the existing Rules from time to time as occasion arises, provided proper notice is given to all Members, but all such new Rules or amendments shall be approved by a majority of Members present at an Extraordinary Meeting or Annual General Meeting of the Society before coming into force.

14. MEMBERS' BEHAVIOUR

The Committee may terminate the membership of any individual if the Member acts in a way which brings the Society into disrepute or which is

contrary to the orderly running of the Society. The individual concerned shall have the right to be heard by the Committee accompanied by an Advocate who may also speak or make written representation, before a final decision.

15. SPECIAL MEETINGS

An Extraordinary General Meeting may be called at any time by the President, the Committee, or on a written request by not less than 10 members. At least one month's notice to be given.

16. CHEQUES OR ORDERS

Cheques or orders drawn against the Society's accounts shall be signed or endorsed by 2 of the committee authorised by the whole committee to act for the Society.

17. PERSONAL PROPERTY

If a member lends any personal possession or property to the Society, it is entirely at the Member's own risk, and the Society is in no way responsible for any damage or loss that may occur to that possession or property whilst it is in the care of the Society.

18. DISSOLUTION

If the Committee considers that it is necessary or advisable to dissolve the Charity it shall call a meeting of all members of the Charity, of which not less than 21 days' notice (stating the terms of the resolution to be proposed) shall be given. If the proposal is confirmed by a two-thirds majority of those present and voting, the Committee shall have power to realise any assets held by or on behalf of the Charity. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to the Sussex Wildlife Trust. A copy of the statement of accounts, or account and statement, for the final accounting period shall be sent to the Charity Commissioners.

These Rules have been updated and adopted at the AGM on 1 November 2023.