

RULES

1. **Membership:-**

Every person wishing to join the Society shall complete the Membership Application Form approved by the Council. The granting of membership is solely a decision for the Council.

2. **Membership categories:-**

(a) Ordinary Members.

Those members aged between 18 years and 65 years of age.

(b) Senior Members.

Those members who have attained 65 years of age on or before the date upon which membership subscriptions fall due.

(c) Student Members.

Those members receiving full time education up to and including higher degrees or diplomas or receiving part time education as part of a recognised programme of training or apprenticeship.

(d) Corporate Members.

Those organisations which support the aims of the Society.

(e) Honorary Members.

Honorary Members are appointed by the Council.

3. **Membership year:-**

(a) The membership year shall normally commence on 1st October each year and end on the following 30th September.

(b) Members subscriptions shall normally fall due on 1st October each year.

(c) Membership may be deemed to have lapsed if the subscription due has not been received by 31st January following, unless an acceptable reason has been given to Council by the member.

4. **Meetings:-**

(a) Ordinary Meetings shall normally be held from October until March.

(b) The Annual General Meeting shall normally be held in April.

5. **Due notice of an Annual General Meeting or a Special General Meeting shall be given as follows :-**

(a) 14 days notice has been given by an announcement at an ordinary meeting and 14 days notice has been given by publication on the Society web-site;

(b) the notice shall include the time, date and place of the meeting and an Agenda of the items before the meeting .

6. Members may require the Council to call a Special General Meeting. The request shall be in writing, signed by not less than twenty members and stating the reason(s) for which the meeting is called. The Council shall, within 28 days, call a meeting when so required.
7. At an Annual General Meeting the members shall :-
 - (a) receive from the retiring Council a Report on the activities of the Society during the preceding year;
 - (b) receive an examined Account of the financial state of the Society. The examiner shall not be a member of the Council.
 - (c) elect Officers and Council members.
 - (d) resolve any other business published on the Agenda.
8. **Voting:-**
 - (a) All Members present shall be entitled to vote on any proposal tabled at an Annual General Meeting (AGM), Special General Meeting (SGM) or Council Meeting.
 - (b) Where Corporate Membership is held the Corporate body shall be entitled to a representative vote on behalf of its members.
 - (c) Voting shall be by a show-of-hands or a ballot of eligible members present at the meeting.
 - (d) In all instances where votes are called, in the event of a tied vote, the Chair at that meeting shall exercise the casting vote.
9. **Elections:-**
 - (a) Written nominations for the election of Officers and Council Members shall be received by the Secretary seven days before the date of the AGM, signed by a Proposer and Seconder.
 - (b) The officers and council members shall take up office upon election and retire at the following AGM.
 - (c) Council members who are not officers described in the Constitution are ineligible for election at the AGM following three consecutive terms as a council member.
 - (d) The Council may, in addition to those officers described in the Constitution, appoint from its members such other Officers as necessary for the effective management of the Society.
 - (e) The Council may co-opt members of the Society to serve as Council members. Co-opted Council members may not serve during the following membership year unless elected at the AGM. A co-opted member may not Chair any meetings of the Society.
 - (f) All meetings must be chaired by an elected member of the Society.

10. Council:-

In addition to the duties and powers conferred upon the Council under the Constitution and Rules the Council shall have power to act as follows:-

- (a) to interpret these Rules in any question arising, or
- (b) in any matter not expressly provided for in the Rules, or
- (c) where necessary to call a Special General Meeting

11. The Council shall maintain a policy under the provisions of the General Data Protection Regulation.

12. Guests:-

Members may introduce a guest to Ordinary Meetings. Guests who attend on more than three occasions are expected to apply to become members of the Society.

13. Conduct:-

Where it appears to the Council that a Member has behaved in a manner injurious to the well-being of the Society, the Council may cancel or suspend the Member's membership. The Council shall notify the Member of the reasons for the cancellation or suspension. The Council shall advise the Member of the right to appeal to the Council, within 28 days of the cancellation or suspension, in person or in writing, against the action taken.

14. Dissolution:-

Where Members have resolved that the continued operation of the Society is no longer viable it is recommended that Members instruct the Council to:-

- (a) take reasonable steps to discharge any debts or liabilities falling to the Society;
- (b) dispose of any property held by the Society;
- (c) disburse any monies held by the Society in accordance with the aims of the Society.

Upon completion of these duties the Council should prepare an examined report including a financial statement of the Accounts of the Society. Copies of the above shall be distributed to members at the dissolution.