



an independent force for a **better Bristol**

Constitution of Bristol Civic Society revised June 2018

1 Name

The name of the Society shall be the Bristol Civic Society, incorporating the Bristol Kyrle Society (established 1905).

2 Objects

The Society shall promote and encourage the following objects, by charitable means but not otherwise.

- a. To stimulate public interest in, and care for, the beauty, history, character and future of the City of Bristol and its surroundings.
- b. To encourage high standards of architecture and town planning; the preservation of the best of the remaining features of the historic past of Bristol and its surroundings as well as the best of the existing features of public amenity and interest; the incorporation and blending of such features in present and future developments; the improvement of existing and the creation of new features of public amenity and interest.
- c. To pursue these ends by means of meetings, exhibitions, lectures, publications, other forms of instruction and schemes of a charitable nature.

3 Membership

Membership shall be open to all who support the aims of the Society. Membership shall lapse if the subscription is unpaid six months after it is due. Corporate and Not for Profit organisations may join the Society, attend meetings and have a single vote.

Honorary Life Membership - The Society may at an Annual General Meeting elect a member (or members) to Honorary Life Membership in recognition of the contribution made by the member (or members) to the work of the Society.

4 Subscriptions

Subscriptions shall be paid annually. Any changes in subscription rates shall be agreed at an Annual or Special General Meeting.

5 Meetings

An Annual General Meeting shall be held not later than June of each year to receive the Report of the Management Team (MT) and the audited accounts and to elect Officers and Members of the MT.

Special General Meetings of the Society shall be held at the request of ten or more members.

At a General Meeting of the Society a quorum shall consist of 25 members personally present. Fourteen days' notice shall be given of all General Meetings.

6 Officers

- a. **Patron** - The Lord Mayor of Bristol shall, on election to that office, be invited to become Patron of the Society.
- b. **Officers** - The Officers of the Society, none of whom shall be remunerated, shall consist of Chair, Vice-Chair, Secretary, Treasurer, and Membership Secretary, all of whom shall relinquish their office every year and shall be eligible for re-election at the Annual General Meeting. Nominations for the election of Officers shall be made not less than seven days before the Annual Meeting. Such nominations shall be in writing and supported by a seconder and the consent of the nominee shall first have been obtained.
- c. **Auditor** - An Honorary Auditor shall be appointed at the Annual General Meeting.

7 Management Team (MT)

- a. MT shall consist of the Officers, and up to five members elected for up to three years at the Annual General Meeting. MT shall have power to co-opt further members as required.
- b. Nominations for election to MT shall be made seven days before the Annual General Meeting. They must be in writing, supported by a seconder, and the consent of the nominee must first have been obtained. If the nominations exceed the number of vacancies a ballot shall take place.
- c. MT shall be responsible for running the affairs of the Society and may take decisions on its behalf.
- d. A quorum for meetings of the MT shall consist of four members.
- e. MT may establish Working Groups which will carry out more detailed work on its behalf.
- f. It shall be the duty of every officer and member of MT or Working Group who is in any way directly or indirectly interested financially in any item discussed at a meeting of that body at which he or she is present to declare such interest. He or she shall leave the meeting when asked and shall not vote on the item.

8 Appeals

MT shall have power to make appeals, solicit donations and canvass monies for carrying out the objects of the Society.

9 Expenses of Administration

MT shall out of monies received by the Society pay all proper expenses of administration and management of the Society and shall use the residue of such monies as it thinks fit for or towards the objects of the Society.

10 Investment

All monies at any time belonging to the Society and not required for immediate application for its objects shall be deposited in a bank or invested by MT upon such investment securities or property as it may think fit consistent with the Society's objects.

11 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 herein contained shall authorise any amendment permitting the expenditure of funds of the Society on any object which is not charitable object at law. Any proposed amendment of which notice has been given may be altered prior to voting thereon without further notice being first given to members. The notice of any proposed amendment sent to members shall state that alterations to its wording may be considered and adopted at the General Meeting at which it is considered without further notice to the membership. The Chair may refuse to allow any alteration to a proposed amendment if in his or her opinion the alteration is such as to require further notice to the membership before voting.

12 Winding up

In the event of the winding up of the Society the available funds of the Society shall be transferred to such one or more charitable bodies having objects similar or reasonably similar to those herein declared as may be chosen by MT and approved by the Charity Commission for England and Wales.