

Constitution and Rules of the Croydon Astronomical Society

1 TITLE

The Society shall be known as The Croydon Astronomical Society, hereafter called 'the Society'.

2 OBJECT

- a) To encourage a popular interest in Astronomy and allied subjects for persons living in an area as defined in Rule 3.
- b) To help and educate beginners, irrespective of their age, to acquire a knowledge of Astronomy and allied subjects.
- c) To encourage observational and practical work within the power and means of the members.

3 GEOGRAPHICAL AREA

The Society shall be open to anyone living within a reasonable travelling distance from Croydon, Surrey.

4 MEMBERSHIP

- a) Membership of the Society shall be open to any person, of any age, who expresses, in writing, a desire to join.
- b) The Society may confer honorary membership on any person who has made a contribution to Astronomy.
- c) The Society may confer life membership on any member for exceptional services to the Society.

5 CONDITIONS OF MEMBERSHIP

- a) Members must confirm membership on October 1st of each year by completion of a renewal form. A member may resign at any time by giving written notice to the Secretary.
- b) The Committee of the Society may at their discretion refuse an application for membership or suspend or cancel the membership of any person; that person or another member may appeal in writing against the decision within 28 days. Such an appeal shall be heard at the following committee meeting.

6 DONATIONS

Membership of the Society shall be free. Members are invited to make voluntary contributions to the Society's funds.

7 THE COMMITTEE

- a) The management of the Society shall be vested in a governing body called the Committee.
- b) The Committee shall consist of a Chairman, Vice-Chairman, Treasurer, Secretary,

Constitution and Rules of the Croydon Astronomical Society

and six other members.

c) The Chairman shall have no voting powers at committee meetings except where a casting vote is required.

d) The Chairman, Vice-Chairman, Treasurer and Secretary are to be appointed or reappointed by the Committee after the officer has held the post for two years, or less if desired by the member holding the post.

e) The Committee shall have the power to co-opt a member to fill any vacancy which occurs. Such a member shall have the same voting rights as elected members.

f) The Committee may invite a member or members to a committee meeting. Such members shall have no voting rights at the meeting

g) Five members of the Committee shall form a quorum including the Chairman, or in the Chairman's absence the Vice-Chairman or the Chairman's appointed representative.

h) The Committee shall adjudicate in all matters not covered by the Constitution and Rules. and their majority decision shall be binding on the members. Any such decision shall be reported to the members as soon as practicable.

8 SUB COMMITTEES

The Committee may elect sub-committees. At least one member of each sub-committee must be a member of the Committee.

9 ANNUAL GENERAL MEETING

a) The Annual General Meeting shall, except where the Committee may otherwise decide, be held in Croydon, Surrey during April or May each year.

b) The Committee shall publish a notice of the Annual General Meeting at least 28 days before the date thereof, giving the date, place, time and agenda of the meeting.

c) A member may request that additional items be added to the agenda by giving written notice to the Secretary, supported by two other members, at least 14 days before the date of the meeting.

d) The business of the Annual General Meeting shall be to receive the reports of the officers; to receive and adopt the accounts of the Society for the year ended March 31st previous; to announce the names of the Committee for the following year; and to conduct other business requiring the decision of the Annual General Meeting.

10 EXTRAORDINARY GENERAL MEETING

An Extraordinary General Meeting of the Society may be summoned at any time by the Committee or any nine members of the Society by publishing notice of the meeting and of the matters to be discussed at least 14 days before the date thereof. An Extraordinary General Meeting may be summoned to take place immediately before or after a general meeting of the Society.

11 ELECTION PROCEDURE AND ELECTION OF COMMITTEE

a) Any member of the Society shall be Qualified for election as, or to vote for, committee members.

Constitution and Rules of the Croydon Astronomical Society

- b) With the exception of the Chairman, Vice-Chairman, Secretary and Treasurer, all the Committee are, subject to the member wishing to stand, re-electable annually by the members.
- c) New candidates for Committee shall be nominated by giving written notice to the Secretary at least six weeks before the Annual General Meeting. Such members must have a proposer and seconder and must be willing to stand as a committee member.
- d) The Chairman, Vice-Chairman, Secretary and Treasurer must seek re-election by the members every two years; the Chairman and Treasurer one year, and the Vice-Chairman and Secretary the following year.
- e) These officers will relinquish their posts and continue from the Annual General Meeting until the first committee meeting in an acting position only, the Committee then electing a successor according to Rule 7(d).
- f) An election for committee members shall take place if there are more candidates than vacant posts on the Committee. Members shall receive a ballot paper giving the names of all the candidates seeking election, or re-election to the Committee, and the manifesto of candidates, at least 21 days before the Annual General Meeting. The paper shall be returned to a scrutineer of the ballot at least seven days before the Annual General Meeting. The Scrutineer must be a disinterested party who shall prepare a result sheet listing all the candidates and present it to the Chairman in a sealed envelope. The result of the ballot will be announced at the Annual General Meeting by the Chairman. If there should be a tie in the number of votes the matter shall be decided by lot at the Annual General Meeting.

12 TRUSTEES

- a) The Society shall have up to four Trustees, who shall hold and administer the property of the Society. Trustees shall be members of the Society and shall be eligible as members of the Committee.
- b) If a vacancy occurs among the Trustees for any reason, the remaining Trustees may nominate a member to fill the vacancy within three months. Such nomination shall be approved by a majority vote at an Annual General Meeting or Extraordinary General Meeting. If the nomination is not approved the Trustees shall have a further three months to nominate another member.

13 DISSOLUTION

If upon the Society being terminated or dissolved there remains after satisfactory settlement of its debts and liabilities any money or property, the same shall be paid or transferred to a charity with the same or similar objects to those of the Society.

14 ALTERATION OF CONSTITUTION

The provisions of the Constitution and Rules of the Society other than the objects thereof may be altered from time to time by a resolution not inconsistent with those objects passed by a two-thirds majority of the members voting at an Annual General Meeting or Extraordinary General Meeting.

Constitution and Rules of the Croydon Astronomical Society

The following document history does not form part of The Constitution

Document History		
Version	Date	Details
Adopted 8 th June 1996	8 th June 1996	Adopted 8 th June 1996 in footer of Constitution
Retyped	16 th March 2003	Same as version 'Adopted 8 th June 1996' but has been re-typed – needs checking against the original version.