

CONSTITUTION OF THE POLICE HISTORY SOCIETY

1. Name

1.1. The name of the Society is “The Police History Society”

2. Aims and objectives

2.1. The objective of the Society is to advance the public education in police history

2.2. In furtherance of the above objective, the specific aims of the Society are as follows:

2.2.1. To act as a focal point and network for all who are interested in police history

2.2.2. To promote interest in police history as a subject by

a. occasional talks and meetings

b. encouraging research into all aspects of police history and

c. publishing the useful results of such research

2.2.3. To encourage the preservation of relevant police archives and artefacts and to promote their accessibility to the general public

2.2.4. To produce newsletters, journals and other publications

2.2.5. To provide grants for approved research into and publications relating to police history

2.2.6. To forge and maintain strategic links with relevant academic institutions

2.2.7. To maintain a register of police museums and archives and their curators or keepers

2.2.8. To maintain a register of specialist interests and expertise within the broad subject of police history

3. Membership

3.1. Membership of the Society shall be open to:

3.1.1. Any individual who is interested in furthering the work of the Society and who has paid the annual subscription as in paragraph 7.1, and

3.1.2. Any national, international or local voluntary or other non-profit-distributing organisation, whether corporate or unincorporated, which is interested in furthering the work of the Society and has paid the subscription as above

3.2. Every member shall have one vote and each member organisation shall appoint one individual person to represent it and vote on its behalf at General Meetings of the Society. A representative who resigns from or otherwise leaves an organisation shall cease to be its representative.

3.3. The Committee shall have the right to approve or reject applications for membership

3.4. The Society may, by a two-thirds majority, for good and sufficient reason, terminate the membership of any individual or organisation provided that the individual member or the individual representing the organisation (as the case may be) shall have the right to be heard before a final decision is made

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4. Management

4.1. The management of the Society shall be vested in the Chair and Vice-Chair and the Committee

4.2. The Committee shall consist of the following persons:

Chair

Vice-Chair

Secretary

Treasurer

Membership Secretary

Editor

Newsletter Editor

Museums' Secretary

Academic Advisor

Up to six ordinary Committee members

4.3. The Committee may also from time to time co-opt additional members. Co-option with or without voting rights shall be by simple majority decision of the Committee. Any co-opted Committee member shall automatically cease to be co-opted at the time of the Annual General Meeting but this does not preclude subsequent co-option by the newly elected Committee

4.4. Any decision taken by the Committee shall be by simple majority vote of those present at a properly constituted Committee Meeting. A quorum for such a meeting shall be five persons. The Chair shall have the casting vote

4.5. At least two Committee meetings shall be held between Annual General Meetings. All Committee Members will be given at least 14 days' notice by the Secretary of any Committee Meetings

4.6. The Committee are empowered to raise funds and invite and receive contributions from any person or persons whatsoever by way of loan, subscription, donation and otherwise, provided that the Committee shall not undertake any permanent trading activities in raising funds for the objectives of the Society

4.7. The Committee shall also have the power to purchase, take on lease or in exchange, hire or otherwise acquire any property and any rights and privileges necessary for the attainment of any object of the Society and to construct, maintain and alter any buildings so necessary as aforesaid

4.8. Subject to such consents as may be required by law, the Committee shall be empowered to sell, let, mortgage or dispose of or turn to account all or any of the property of the Society

4.9. The Committee is also empowered to do all other lawful things as are necessary for the attainment of the aims of the Society

4.10. The Chair, Secretary and Treasurer shall form an Emergency Sub-Committee to deal with any emergencies or matters of an urgent nature between Committee Meetings. Any decision taken by the Emergency Sub-Committee shall be reported at the next Committee Meeting

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4.11. The Committee will ensure adherence to the requirements of The Charities Act 2011 and where applicable the Trustees Act 1925

5. Annual General Meeting

5.1. An Annual General Meeting shall be held each year

5.2. At least 28 days' notice shall be given to all members of the date and venue of the Annual General Meetings

5.3. At every Annual General Meeting of the Society one third in number of the Committee for the time being shall retire from office. The Committee members to retire in every year shall be those who have been longest in office since their last election but as between those who became Committee members on the same day those to retire shall (unless they agree otherwise among themselves) be determined by lot

5.4. A retiring Committee member shall be eligible for re-election

5.5. The Committee shall have power at any time to appoint a Committee member to fill any casual vacancy occurring in their number. Any Committee member so appointed shall retire from office at the next Annual General Meeting but will be eligible for re-election and shall not be taken into account in determining the number of Committee members to retire in that year

5.6. Notice of any business for consideration shall be forwarded to the Secretary at least 21 days before the Annual General Meeting

5.7. The Secretary shall circulate to all the Committee members an Agenda and the Secretary's and Treasurer's Annual Report at least 10 days before the Annual General Meeting

6. Special General Meeting

6.1. A Special General Meeting shall be called, if notice requiring such a Meeting, signed by at least 10 members of the Society, is served on the Secretary. Such notice shall specify the reason for the Special General Meeting. Only one such Special General Meeting on any subject may be held between Annual General Meetings, except with the consent of the Emergency Sub-Committee

6.2. The Secretary receiving a notice requiring a Special General Meeting, shall within 14 days of receiving it, circulate to all members details of the Meeting, giving at least 28 days' notice of the date. The Special General Meeting shall be held within 56 days of the receipt by the Secretary of the notice

7. Finance

7.1. Subscriptions

7.1.1. A joining fee and annual subscription shall be payable, the appropriate sums being fixed by simple majority at the Annual General Meeting

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7.2. Financial management

7.2.1. The Treasurer shall hold to the credit of the Society monies received and all the funds shall be vested in the name of the Society. The Treasurer shall keep records of all sums received and expended and these accounts may be examined by any member of the Society on reasonable notice

7.2.2. No expenditure will be incurred on behalf of the Society other than that authorised by a properly constituted Committee Meeting, an Annual General Meeting or Special General Meeting or an Emergency Sub-Committee Meeting. Neither the Society nor its officers will be held responsible for any expenditure which has not been authorised in accordance with this paragraph

7.2.3. The Treasurer shall report at each Committee Meeting on all sums received and expenditure made

7.2.4. The accounts shall be made out by the Treasurer to the 31st March in each year and the accounts shall be audited for the year. From this an annual financial statement shall be prepared and published at the Annual General Meeting

7.2.5. An independent Auditor shall be appointed each year at the Annual General Meeting

7.2.6. The Committee may invest any of the funds of the Society provided always that no such investment shall be made except in Trustee Securities with the sanction of two-thirds majority of the members

7.3 Trustees

7.3.1. The members of the Committee elected to manage the Society (see clause 4) shall be the Trustees, providing they are not disqualified from being a Trustee in accordance with Sections 178 to 184A of the Charities Act 2011

7.3.2. No Trustee shall be liable for any loss to the property of the Society arising by reason of any improper investment made in good faith (so long as they shall have sought professional advice before making such investment) or for the negligence fraud wrongdoing or wrongful omission of any agent employed by them or by any other Trustee hereof (provided reasonable supervision shall have been exercised) although the employment of such agent was strictly not necessary or expedient or by reason of any other matter or thing other than wilful and individual negligence fraud wrongdoing or wrongful omission on the part of the Trustee who is sought to be made liable

7.3.3. A Trustee shall cease to hold the office of Trustee upon death, or on ceasing to be a member of the Committee, or their actions, whilst holding office, fall within Sections 178 to 184A of the Charities Act 2011.

7.3.4. If by reason of death, resignation or removal it shall appear necessary to the Committee that a new Trustee or Trustees shall be appointed or if the Committee shall deem it expedient to appoint an additional Trustee or Trustees it shall by resolution nominate the person or persons to be appointed the new Trustee or Trustees

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7.3.5. For the purpose of giving effect to any nomination of any Trustee the Chair of the meeting is hereby nominated as the person to appoint new Trustees of the Society within the meaning of section 36 of the Trustee Act 1925 and shall by deed duly appoint the person or persons so nominated as the new Trustee or Trustees of the Society and the provisions of the Trustee Act 1925 shall apply to any such appointment. Any statement of fact in any such deed of appointment shall, in favour of a person dealing bona fide and for value with the Society or Committee, be conclusive evidence of the fact so stated

8. Minutes and records

8.1. The Secretary shall keep correct minutes of all proceedings and shall also keep a record of all equipment held by the Society.

9. Alterations to the Constitution

9.1. Any alterations to this Constitution shall receive the assent of not less than two-thirds of the membership of the Society for the time being whether individual or representative present and voting at an Annual General Meeting or a Special General Meeting provided that notice of any such alterations shall have been received by the Secretary in writing not less than 21 clear days before the meeting at which the alteration is to be proposed. At least 14 days' notice in writing of such a meeting, setting forth the terms of the alteration, shall be sent by the Secretary to each member of the Society provided that no alteration shall be made to paragraph 2 (Aims and objectives), paragraph 10 (Dissolution) or this paragraph until the approval in writing of the Charity Commissioners or other authority having charitable jurisdiction shall have been obtained and no alteration shall be made which would have the effect of causing the Society to cease to be a charity at law

10. Dissolution

10.1. If the Committee by simple majority decide at any time that on the ground of expense or otherwise it is necessary or advisable to dissolve the Society, it shall call a meeting of all the members of the Society who have the power to vote. Not less than 21 days' notice of the meeting (stating the terms of the Resolution to be proposed) shall be given. If the decision is confirmed by a two-thirds majority of those present and voting the Committee shall have power to dispose of any assets held by or on behalf of the Society. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such charitable institution or institutions having objects similar to the aims and objectives of the Society as the Committee may determine and if and in so far as effect cannot be given to this provision then to some other charitable purpose

11. Interpretation

11.1. For the interpretation of this Constitution the Interpretation Act 1978 shall apply as it applies for the interpretation of an Act of Parliament

November 2022