

# **THE DECORATIVE AND FINE ARTS SOCIETY OF SEVENOAKS**

## **CONSTITUTION AND RULES**

### **1. Name**

The Society shall be called The Decorative and Fine Arts Society of Sevenoaks.

### **2. Objects**

The Society shall have as its objects the promotion and advancement of the aesthetic education of the public, the cultivation, appreciation and study of the decorative and fine arts and the giving of aid to the preservation of the national heritage for the benefit of the public.

### **3. Powers**

The Society's powers shall include

- a) arranging lectures for members of the Society and their guests and other members of the public
- b) arranging study groups, tours and visits to private houses, museums, exhibitions and other places of relevant interest
- c) arranging related activities of an educational nature for members, for children and for other members of the public
- d) arranging preservation and recording work in relation to the decorative and fine arts
- e) arranging and supporting such other lawful activities as are conducive to the objects.

### **4. Membership**

The Society shall have ordinary members and may have honorary members if the Committee shall so decide. Ordinary membership shall be open to any person over the age of 18 years who is interested in furthering the objects and who has paid the annual subscription. The Committee shall decide on the number and admission of ordinary members and may elect honorary members who are distinguished in the decorative and fine arts or who have done valuable work for the Society.

### **5. The Officers**

The Officers of the Society shall be the Chairman, the Vice Chairman, the Treasurer and the Secretary all of whom shall be nominated annually by the Committee for election at the Annual General Meeting (AGM). Neither the Chairman nor the Vice Chairman shall hold office in such post for more than three consecutive years. Other Officers and members of the Committee shall not hold office for more than seven consecutive years. The Committee may appoint an Honorary President and not more than four Honorary Vice Presidents each of whom shall hold office for such period as the Committee may determine.

## **6. The Committee**

- a) The Committee shall manage the affairs of the Society and administer its funds
- b) The Committee shall consist of not more than twelve members including the Chairman, Vice Chairman, Treasurer and Secretary
- c) Any ordinary member may propose or second members for election to the Committee at the AGM. Nominations must be given to the Secretary not less than 35 days before the AGM. Committee members shall retire each year but be eligible for re-election.
- d) Casual vacancies arising during the year may be filled by the Committee. Persons so appointed shall hold office until the next AGM and shall be eligible for election
- e) The Committee shall meet as required but not less than four times each year. A quorum shall be one third or four members whichever is the greater
- f) The Committee shall comply with the requirements of the Charities Act 1993 (or any statutory re-enactment or modification thereof) with regard to the management of the Society.

## **7. Finance**

- a) The subscription for membership of the Society shall be such sum or sums as may be determined by the Committee. The first payment shall be due on admission to membership and annually on 31 July in each year
- b) The funds of the Society, including donations, contributions and bequests, shall be held in an account or accounts with such bank as the Committee shall decide and shall be applied only in furthering the Society's objects. All cheques and other instruments shall be signed by not less than two members of the Committee of whom at least one shall be the Chairman, Treasurer or Secretary.
- c) The Independent Examiner, whose duty shall be to examine the Accounts of the Society, shall be appointed at the AGM each year. The Society's financial year shall end on 31 December.

## **8. Chairman**

The Chairman, or in the Chairman's absence an appointee of the Committee, shall preside at all General and Committee meetings. The decision of the Chairman of a General Meeting upon any question of order, voting or adjournment of the meeting or interpretation of the Rules shall be final. The Chairman of any meeting shall have a casting vote in the event of an equality of votes.

## **9. Meetings**

- a) The AGM shall be held at such time and place as shall be determined by the Committee. Written notice, including the business to be considered, shall be given at least 21 days before the Meeting. The business of the AGM shall be:
  - (i) To receive the Accounts of the Society
  - (ii) To receive the Committee's Report on the activities of the past year
  - (iii) To elect the Officers and Committee
  - (iv) To elect the Independent Examiner

- (v) To consider any resolutions of which due notice has been given
- (vi) Informally to discuss any other business with the permission of the Chairman
- b) The quorum for General Meetings shall be one tenth of the Ordinary Membership.
- c) An Extraordinary General Meeting must be called within 28 days at the request of at least 20 members of the Society. Resolutions to be considered must be given in writing to the Secretary who will give Members 21 days written Notice of the Meeting.

#### **10. Resolutions**

Notice of Resolutions to be brought forward shall be given in writing to the Secretary at least 35 days prior to the holding of a General Meeting. Any such Resolution shall have been duly seconded and shall be set forth in the Agenda with the names of the proposer and seconder.

#### **11. Amendment of the Constitution and Rules**

The Constitution and Rules may be amended by a written Resolution of which due Notice has been given and passed at a General Meeting by at least two thirds of the Members present and voting. No amendment may be made which would have the effect of making the Society cease to be a charity.

#### **12. Winding Up**

If a Resolution to wind up the affairs of the Society shall have been duly proposed and carried at a General Meeting by at least two thirds of those present and voting, so much of the assets shall be realised as may be necessary to discharge the liabilities of the Society and all remaining assets shall be made over to such one or more institutions or other associations having charitable status as the Committee shall decide.

18.5.2004



# Sevenoaks DFAS

Sevenoaks Decorative & Fine Arts Society

NOTICE OF SPECIAL RESOLUTION TO AMEND THE CONSTITUTION AND RULES  
OF SEVENOAKS DECORATIVE AND FINE ARTS SOCIETY AT THE EXTRAORDINARY  
GENERAL MEETING TO BE HELD ON 8<sup>th</sup> JUNE 2017 at WALTHAMSTOW  
HALL SCHOOL MAIN HALL at 8.00 p.m.

The amendment we are proposing and are asking you to vote for at the  
Extraordinary General Meeting is to Clause 1 that currently reads as follows:

1. Name

The Society shall be called "The Sevenoaks Decorative and Fine Arts  
Society"

The Committee is proposing to amend this Clause to read:

1. Name

The Society shall be called "The Arts Society Sevenoaks"

B. J. Ropek

11/7/17

Minutes of an Extraordinary General Meeting of the Sevenoaks Decorative and Fine Arts Society

Held at Walthamstow Hall School main hall on Thursday 8<sup>th</sup> June 2017

123 members were present

Mrs Barbara Ropek, chair Sevenoaks DFAS opened the meeting at 7.50 pm. She explained that the extraordinary general meeting had been called in order to amend Clause 1 of the constitution of Sevenoaks DFAS. This was the only agenda item for this EGM.

Mrs Ropek read Clause 1

" Name - the Society shall be called the Sevenoaks Decorative and Fine Arts Society

and the proposed amendment

Clause 1

Name - the Society shall be called The Arts Society Sevenoaks. "

Mrs Ropek outlined the background to the proposed amendment and invited questions and comments from the floor.

Following a brief discussion and a number of questions, members were asked to vote on the resolution.

FOR 110

AGAINST 11

ABSTENTIONS 2

The resolution was passed.

The EGM closed at 8.05 pm

B. J. Ropek  
13/7/17