THE NORTHAMPTONSHIRE RECORD SOCIETY

(Founded in December 1920 by Miss Joan Wake CBE)

WOOTTON HALL PARK, NORTHAMPTON NN4 8 BQ

RULES

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1. The name of the Society shall be "The Northamptonshire Record Society".

2. The objects of the Society shall be –

    a. The editing and publication of original documents and other material relating to the history of the ancient County of Northampton.

    b. The stimulation of interest in the history of the ancient County of Northampton by the arranging from time to time of lectures at various places within the County and by other means.

    c. The maintenance of a library and its furnishings for the benefit of Members of the Society.

    d. The care of manuscripts, books, paintings, artefacts and other objects which may be given or lent to the Society from time to time.

3. The Management of the Society shall be vested in a Council consisting of:

    a. The President.

    b. The Honorary General Editor, the Honorary Editor of *"Northamptonshire Past and Present"* and the Honorary Librarian.

    c. Not more than eighteen Ordinary Members elected annually who must be Members of the Society.

    Five members of the Council of whom three must be Ordinary Members shall form a quorum.

    At its first meeting after each Annual General Meeting the Council shall elect a Chairman.

4. The Council shall have power at any time and from time to time to fill a vacancy in the elected membership of the Council. Any member of the Council so appointed shall hold office only until the next following Annual General Meeting but shall then be eligible for re-election.

5. The Council shall have power to appoint from its own members or from the Members generally or from persons who are not members of the Society the Honorary General Editor, the Honorary Editor of *"Northamptonshire Past and Present"* and the Honorary Librarian who shall be responsible to the Council for the due performance of their respective duties and who shall remain members of the Council for so long as they hold the offices to which they have been appointed.

6. The Council shall have power to appoint from among its own members or from the Members generally, or from both, such Committees as may be considered desirable. The Chairman shall be a member of such Committees ex-officio. Every Committee thus appointed shall decide its own quorum and shall elect its own Chairman who must be a member of the Council. Such Committees or all or any of their members shall hold office for such period as the Council shall decide. Any meeting of the Society, including Council, Committees and General Meetings, will not be limited to a meeting of persons present in the same place but may include electronic, digital, or virtual locations such as internet locations, web addresses or conference calls by telephone

7. The Chairman of any meeting may exercise a second or casting vote.

8. The Council shall have authority to appoint all salaried officers and other employees of the Society to define the duties to be performed by them to regulate their salaries and conditions of service and at the absolute discretion of the Council to suspend or discharge any such salaried officer or employee if there shall seem to the Council to be proper occasion for so doing.

9. The Society shall have as Vice-Presidents *ex-officio* each of the holders of the following offices provided the relevant postholder has agreed to accept the position: the Lord Lieutenant for Northamptonshire, the Lord Bishop of Peterborough, the Dean of Peterborough, the Mayor of Northampton, the Chair of West Northamptonshire Council and the Chair of North Northamptonshire Council.

10. The Council shall have the power on behalf of the Society to elect not more than eight Vice-Presidents *honoris causa* reporting their action to the next following Annual General Meeting of the Society.

11. For the sake of certainty no Vice-President whether ex-officio or elected *honoris causa* shall be entitled to vote at Meetings of the Society by virtue of their office.

12. The Council shall have power to elect Honorary Members of the Society in return for services rendered to the Society. The number of Honorary Members shall not exceed ten at any one time.

13. Members of the Society shall comprise:

    a. *Ordinary Members:*
       An Ordinary Member shall be entitled to receive for each year's subscription paid by such Ordinary Member one copy of all publications issued for that year. An Ordinary Member may attend and vote at all meetings of the Society.
    b. *Honorary Members*
       An Honorary Member shall be entitled to receive free of charge one copy of all publications issued by the Society after having become an Honorary Member. An Honorary Member may attend and vote at all meetings of the Society.
    c. *Family Members*
       Members of a family (but not more than two) residing at one address may become Family Members of the Society. Family Members shall be entitled to receive for each year's subscription paid by the family one copy

only of all publications issued for that year. Both members of a family may attend all meetings of the Society but only one of them shall be entitled to vote at General Meetings.

d. Institutional Members

An Institutional Member shall be entitled to receive for each year's subscription paid by the Institution one copy of all publications issued for that year. Four representatives of an Institutional Member may attend all meetings of the Society but only one of them may exercise a vote on behalf of the Institution.

14. Any Member may resign his or her membership at any time on giving notice to the Secretary but resignation shall not relieve a Member of any liability for any sum due from such Member to the Society.

15. The annual subscription for each class of membership shall be such sum as the Annual General Meeting shall from time to time determine and shall be payable in advance on the first day of January each year.

16. An Annual General Meeting of the Society of which twenty-one days' notice shall be given to all Members shall be held in the month of April or May in each year. Notice calling a General Meeting of the Society shall be deemed properly given by email to those members on the Society's email database and by being advertised on the Society's website not less than one calendar month before the date of the meeting. Any member who is not on the email database may opt in to receive due Notice by post.
At the Annual General Meeting the following business shall be conducted:

a. The presentation of the Annual Report.

b. The presentation and (if accepted) the passing of the Accounts for the previous financial year end on the 31st December prior to the Meeting which Accounts shall first have been examined by the Society's Independent Examiners.

c. The election of members of the Council.

d. The appointment of Independent Examiners for the ensuing year.

e. The election of Members representing the Society on the on the Archives Technical and Advisory Panel of the Northamptonshire County Council.

f. Any other business which may have been communicated to the Secretary and included in the notice of the meeting given to the Secretary to all Members provided that the communication shall have been received by the Secretary forty-nine days prior to the date of the Annual General Meeting.

g. Such other business as the Chairman of the meeting may permit.

17. The President and Vice-Presidents *honoris causa* shall be nominated by the Council but Ordinary Members of the Council may be nominated by the Council or by the Members at large. Written nominations for Ordinary Members of the council, duly signed by two members of the society must be received by the Secretary at least fourteen days before the date of the Annual General meeting.

18. An Extraordinary General Meeting of which twenty-one days' notice shall be given to all Members may be convened at any time at the discretion of the Chairman or shall be convened within twenty-eight days on the requisition of twenty Members of the Society. Such requisition shall state the purpose for which such meeting is required

19. The Council may require the accuracy of any transcript calendar or translation to be tested on their behalf before it is printed.

20. The council may from time to time sell or exchange duplicates of anything belonging to the Society and fix the price at which the various publications of the Society shall be supplied to Members and others.

21. The income and property of the Society from whatever source derived shall be applied solely towards the promotion of the objects of the Society as set forth in these Rules and for no other purpose whatsoever and no part thereof shall be paid or transferred directly or indirectly by way of dividend gift division bonus or otherwise by way of profit to the Members of the Society. However, nothing in these Rules shall prevent the payment in good faith of remuneration to any servant or officer of the Society or to any Member of the Society or any other person in return for extra –ordinary services rendered to the Society.

    If any Member of the Society pays or receives any dividend gift bonus or other profit in contravention of this paragraph such Member shall thereupon cease to be a Member of the Society.

22. These Rules shall not be altered save at a General Meeting of the Society. No motion for their Alteration shall be deemed to be in order unless the proposed alteration shall have been set out in the notice convening the meeting at which the motion is to be put. No alteration of these Rules shall be made which might cause the Society to cease to be a Charity. Any motion for the alteration of the Rules must receive the assent of not less than two-thirds of the Members present and voting.

(As adopted at the Annual General Meeting held on 2nd May 1967 and amended on 15th May 1993, 15th May 2004, 27th April 2023 and 8th June 2024.)