

## RULES FOR THE MELTON OLD CHURCH SOCIETY

- Name 1. The name of the Society is "The Melton Old Church Society" (hereinafter called "the Society")
- Acquisition of land 2(1) The Society is to acquire by purchase for the purposes of the Society, the redundant church known as Melton St Andrews Old Church situated at Melton near Woodbridge Suffolk  
(2) The said redundant church when acquired shall be vested in trustees being not less than three nor more than five in number and for this purposes the statutory powers of appointing trustees shall apply and be vested in the Executive Committee hereinafter referred to
- Objects 3(a) The Society is established for charitable purposes only.  
(b) The object of the Society is to hold maintain upkeep equip and improve Melton St Andrew Old Church at Melton Woodbridge Suffolk and use it for Christian community or educational purposes. In particular the Society may use the said Melton St Andrew Old Church:-  
(i) for such occasional worship as may be authorised by the Bishop of St Edmundsbury and Ipswich for the time being  
(ii) for meeting, discussion groups, quiet days or meditation and for recitals, suitable plays, exhibitions of art and rural craft, demonstrations and in particular but not exclusively by persons, associations and societies having a connection with Melton, or the surrounding area.  
(iii) for use for the meetings of such charitable organisations or bodies as are permitted by the Executive Committee (as hereinafter defined) to use the facilities of Melton St Andrew Old Church for their meetings.

(iv) for such other charitable purposes as the Executive Committee shall in their discretion decide

(v) in the event of the Society being dissolved at an annual general meeting or at a special general meeting called for that purpose, all assets of the Society shall be transferred to such charitable body or bodies or used for such charitable purpose or purposes as the Society may at the said annual general meeting or special general meeting decide or in the absence of such decision at the discretion of the members of the Executive Committee for the time being

#### Membership

4(a) A person who subscribes to the Society an annual sum of not less than one pound shall be an ordinary member of the Society and shall be entitled to attend and vote at all general meetings of the Society so long as his current subscription has been paid but a person whose subscription is more than two years in arrear shall cease to be a member.

(b) A person who subscribes or donates to the Society not less than fifty pounds shall be a life member of the Society and shall be entitled to attend and vote at all general meetings of the Society

(c) A body corporate or unincorporated society which subscribes to the Society an annual sum of not less than ten pounds shall so long as its current subscription has been paid be entitled by its nominee to attend and vote at all general meetings of the Society

#### Executive Committee

5. The management of the Society shall be vested in the Executive Committee of the Society which shall be comprised of not less than 9 and not more than 15 members of the Society elected to be members of the Executive Committee by the Society at an annual general meeting of it together with certain representative members who may be co-opted onto the Executive Committee as hereinafter provided.



Co-option of  
members of  
the Society

6. The Executive Committee shall have power to co-opt onto the Executive Committee such members of the Society as the Executive Committee shall decide provided that the Executive Committee may contain no more than three co-opted members at any one time.

Election of  
Chairman and  
Vice-Chairman

7. The Executive Committee shall elect from its members (including any co-opted members) a Chairman and Vice-Chairman of the Society.

Honorary  
Treasurer

8. The Executive Committee shall from amongst the members of it (including any co-opted members) elect an honorary treasurer who shall be responsible to the Executive Committee for the proper keeping of the Society's accounts and shall have power to give receipts for all moneys paid to him on the Society's account and shall administer the funds of the Society in accordance with the instructions of the Executive Committee and the provisions of the rules.

Honorary  
Secretary

9. The Executive Committee shall elect from amongst its members (including co-opted members) an honorary secretary who shall attend meetings of the Society and the Executive Committee and shall subject to the directions of the Executive Committee be responsible for the day to day management of the affairs of the Society.

Tenure of  
office of  
Executive  
Committee  
members

10. Each member of the Executive Committee shall hold office only from the date of his election at an annual general meeting or the date of the meeting of the Executive Committee at which he was co-opted onto the Executive Committee until the end of the next annual general meeting of the Society or his earlier resignation but any member of the Executive Committee may be re-elected for a further term or terms without limit. The Executive Committee may when electing persons to hold

offices of the Society under the powers hereby contained in clauses 6 to 9 inclusive hereof if they so desire elect that one or more members of the Executive Committee shall jointly hold any office

Meetings of the Society General 11(a) A general meeting open to all members of the Society shall be held each year on or within thirty days of St Andrew's Day (30th November)

Extraordinary(b) An extraordinary general meeting of the Society may be convened by the Chairman at any time and shall be called by the Chairman upon a requisition signed by one quarter or more members of the Society stating the object of the meeting.

Notice (c) Not less than fourteen days' notice in writing of meetings of the Society shall be sent to the members of the Society but the accidental omission to give notice of a meeting to or the non-receipt of notice of a meeting by any person or body entitled to receive notice shall not invalidate the proceedings at that meeting.

Chairman of General Meetings. (d) The Chairman shall be the chairman of any meeting of the Society at which he is present. In his absence the Vice-Chairman shall be chairman and if the Vice-Chairman is not present the meeting shall elect a chairman. The chairman of any meeting shall have a casting vote.

Quorum (e) There shall be a quorum when ten members including one of the honorary officers (as hereinafter defined) are present.

Motions (f) All motions shall be in writing signed by the proposer and seconder and shall be delivered to the Chairman and read by him before any debate thereon shall take place.

Voting (g) Every matter shall be decided in the first place on a show of hands but the Chairman may order a poll and must do so if it is required by more than five members.



Meetings of  
the Executive  
Committee

12. Meetings of the Executive Committee may be called by the Chairman as often as he may consider necessary and in the event of the office of Chairman being vacant may be called by any two members of the Executive Committee. At least five days' notice of meetings of the Executive Committee shall be given to the members thereof. The provisions of rule 11(d) shall apply to meetings of the Executive Committee as they apply to meetings of the Society. There shall be a quorum when six members including one of the honorary officers are present.

Minutes

13. Minutes of all meetings of the Society and of the Executive Committee shall be kept in books provided for that purpose. At every meeting of the Society or the Executive Committee the minutes of the last meeting of the Society or the Executive Committee (as the case may be) shall be read and if confirmed by the meeting shall be signed by the Chairman or in his absence by the chairman of the meeting.

Committees  
of the  
Executive  
Committee

14. The Chairman, the Vice-Chairman, the Honorary Treasurer and the Honorary Secretary (or the joint holders of such offices) are herein called "the Honorary Officers" and the Honorary Officers shall together constitute a special committee to which the Executive Committee may from time to time and for such time as it thinks fit delegate such of its functions as it thinks fit. In addition the Executive Committee may appoint the following standing committees:

- (a) finance committee;
- (b) appeals committee;
- (c) case committee

Each such committee may include co-opted members: PROVIDED that at least two thirds of the members of each such committee shall be members of the Executive Committee. The Executive Committee may also from time to time appoint ad hoc committees to which specific powers may be delegated and such ad hoc committees

include co-opted members without limit of numbers.

Officers and employees

15. The Executive Committee may appoint a secretary and such other officers and such employees as may from time to time be found necessary for carrying out the work of the Society and may fix their duties and remuneration. The Honorary Secretary may delegate to the secretary all duties of a routine nature.

Legal and financial advisers

16. The Executive Committee may appoint and pay such legal and financial advisers as shall from time to time be necessary for carrying out the work of the Society.

Banking accounts

17. The Executive Committee shall maintain such banking account or accounts as it thinks fit into such of which as may be appropriate shall be paid forthwith all sums of cash for the time being belonging to the Society. Cheques shall be signed by at least two persons who shall be the Honorary Treasurer and such other member of the Executive Committee as the Executive Committee shall from time to time authorise.

Gifts

18. The Executive Committee may receive on behalf of the Society gifts whether in the form of permanent endowments or otherwise for the general purposes of the Society and may also receive any gifts whether by way of permanent endowments or otherwise for any special purposes connected with the Society.

Investment of cash

19. All sums of cash at any time standing to the credit of the said banking accounts and not required for immediate working purposes shall be invested by the Executive Committee in the name of the trustees for the Society. Subject to any special trusts attached thereto any such sum may be invested in securities for the time being authorised by law for the investment of trust funds or in such other investments (including the purchase of freehold or leasehold land) as the Executive Committee shall on the advice of its financial advisers given at the time of



investment select:

PROVIDED as follows:-

- (i) Subject as hereinafter provided an investment shall be so made that of the total funds of the Society then invested not less than one-half in value shall be invested in securities for the time being authorised by law for the investment of trust funds;
- (ii) Investments representing cash of the nature of income may not without the consent of the Society in general meeting be realised and applied as income except as hereinafter provided
- (iii) Subject to any special trusts attached thereto investments may with the consent of the Society in general meeting be realised and the proceeds applied in the purchase or repair of land and buildings for use or the purposes of the Society and the value of such land and buildings shall not be taken into account when valuing the funds of the Society in accordance with proviso (i) above
- (iv) any funds of the Society may be used without distinction as between capital and income for the maintenance repair equipment or improvement of the church known as Melton St Andrew Old Church at Melton Woodbridge Suffolk or any other land or buildings purchased for the use or for the purposes of the Society or as an investment of the Society
- (v) Subject to the aforesaid limitations investments may be transposed as the Executive Committee acting on the advice of its financial advisers sees fit.
- (vi) The Executive Committee may choose two or more members of it to hold investments made of the funds of the Society as Trustees for the Society

Annual  
Accounts

20. The financial year of the Society shall end on Michaelmas day (29th September) in each year and the accounts of the Society shall be presented by the Honorary Treasurer to the Executive Committee at its first meeting after that date and shall be presented to the Society at its first annual general meeting after that date. The accounts shall be audited by a firm of chartered accountants appointed by the Executive Committee for that purpose

Expenses of  
Management

21. All the proper costs charges and expenses of and incidental to the management of the Society shall first be defrayed out of the income of the Society.

Application  
of benefits

22. Subject to the payments aforesaid the Executive Committee shall as and when it thinks fit (but subject to any special trusts attached to any part of the funds of the Society) apply or cause to be applied the whole or any part of the income of the Society and may (with the consent of the Society in general meeting and subject as aforesaid) apply capital of the Society in furtherance of the objects of the Society referred to in rule 3.

Alteration of  
rules

23. These rules other than rules 1, 2, 3, and this rule may be altered or revoked by the Society in general meeting and new rules not inconsistent with rules 1, 2, 3 and this rule may be altered by the Society in general meeting but any proposal to alter the rules for the time being in force must be communicated to the honorary secretary in writing at least twenty-eight days before the meeting at which the proposal is to be moved and notwithstanding the foregoing no alteration of the rules may be made which would result in the funds of the Society being used for a purpose other than for a charitable purpose or purposes or a gift to a charitable body or bodies.