



Maidstone Area Archaeological Group



Rules

TITLE

1. The title of the association shall be the Maidstone Area Archaeological Group.

OBJECTS

2. The Group, working in association with Maidstone Museum, shall promote the study of archaeological research in the Maidstone area for the benefit of the public, co-ordinate archaeological research, and publish the results of such research.

MEMBERSHIP

3. Membership shall be open to any interested person, provided that the Chairman may submit any membership application to any meeting of the Group for confirmation.
4. The membership of any member may be terminated by a two-thirds majority of those present at three consecutive monthly meetings, after the member has been informed in writing and has been afforded the opportunity of a hearing at the latter two meetings.

SUBSCRIPTIONS

5. Membership categories, voting rights, and subscription levels shall be decided from time to time at Annual or Special General Meetings.
6. Membership subscriptions shall become due on confirmation of membership and subsequently on 1st April each year.
7. Members may not vote at meetings if their membership subscription is unpaid. Non-payment of the membership subscription for twelve months or after two written reminders shall terminate membership.

OFFICERS

8. The Executive Officers and Trustees of the Group shall be:
i) Chairman ii) Vice-chairman iii) Honorary Secretary iv) Honorary Treasurer
9. The Executive Officers shall be elected annually at the Annual General Meeting, or at a Special General Meeting in the case of a vacancy.
10. Annual and Special General Meetings may also elect other Non-Executive Officers from time to time.
11. Nominations for Officer must be with the consent of the member concerned.
12. Any Officer shall be entitled to claim reimbursement for any out-of-pocket expenses, e.g. postage or telephone calls.

MANAGEMENT

13. The management of the Group shall be vested in the meeting of the Group, normally one a month (except in summer) and at such other occasions as the Honorary Secretary shall determine. All matters may be discussed and decided at such meetings, unless the Chairman or ten members or twenty five per cent of members present consider the business of such importance that every member shall be informed. In such cases, a Special General Meeting shall be called.

FINANCE

14. The Honorary Treasurer shall be responsible for the financial administration of the Group and prepare an annual financial statement made up to 31st March for presentation at the Annual General Meeting.
15. An Honorary Examiner (who shall not be an Executive Officer) shall be appointed at the Annual General Meeting (or in case of vacancy at a Special General Meeting) to examine the accounts for that year.

ANNUAL AND SPECIAL GENERAL MEETINGS

16. The Annual General Meeting shall be held in April. Notice of the meeting and the agenda shall be given in writing to all members at least fourteen days beforehand.
17. A Special General Meeting may be held at any time under the circumstances provided by these Rules. Notice of the meeting and the agenda shall be given in writing to all members at least fourteen days beforehand.

RULES

18. Except as provided in Rules 4, 13, and 19, the resolution of the majority present and voting at a meeting of the Group shall be binding. The Chairman shall not normally vote, but shall have the casting vote in the event of a tie.
19. These Rules shall not be altered, or added to, except by a two-thirds majority of an Annual or Special General Meeting. Members may vote by post on proposals to change the Rules.
20. A copy of these Rules shall be presented to every member. No amendment or alteration or deletion may be made which would cause the Group at any time to cease to be a charity at law.

WINDING UP OF THE GROUP

21. If at a Special General Meeting it is decided to wind up the affairs of the Group, the Honorary Treasurer shall realise so much of the assets as may be necessary to discharge the liabilities of the Group and shall give any of the assets remaining to one or more charitable societies or institutions as the members of the Group shall direct.

ASSETS

22. In no circumstances whatever shall any of the assets of the Group at any time be given or refunded to any member except by way of reimbursement of expenses.

NOTES (not forming part of the Rules)

- A. These Rules were adopted at the Annual General Meeting held on 20th April 2001, and supersede those adopted in April 1977 as amended on 26th April 1978.
- B. The Group is constituted as a legal charity and was registered on 14th June 1978 with the Charity Commission as No. 275899.
- C. The first meeting of the Group was held at Maidstone Museum on May 14th 1969.
- D. It was agreed at the meeting held on July 23rd 1969 that the Group's area would be the Borough of Maidstone and the following parishes:
Barming*, Bearsted*, Biddenden, Boughton Malherbe*, Boughton Monchelsea*, Boxley*, Broomfield*, Charing Heath, Chart Sutton*, Coxheath*, Detling*, East Farleigh*, East Sutton*, Egerton, Harrietsham*, Headcorn*, Hollingbourne*, Hunton*, Langley*, Leeds*, Lenham*, Linton*, Loose*, Marden*, Nettlestead*, Otham*, Pluckley, Smarden, Staplehurst*, Sutton Valence*, Teston*, Thurnham*, Ulcombe*, Wateringbury, West Farleigh*, and Yalding*.
(Parishes marked * are within the modern Borough of Maidstone).