

**CONSTITUTION : To be APPROVED AT THE FIRST MEETING OF WING HERITAGE GROUP**  
27th JAN 2014

**Name**

The Name of the Group shall be Wing Heritage Group (WHG)

**Objectives**

The Group is established for the public benefit in the area centered on the parish of Wing, including Burcott, Lower Ascott and Ascott House.

Its objectives are to:

Stimulate public interest and learning in the heritage and character of the area, and Encourage the preservation, protection, development and improvement of features of heritage interest.

In furtherance of these objectives the Group may:

- Hold meetings, lectures and temporary and/or permanent exhibitions.
- Organise site visits, surveys and archaeological activities within and outside the area
- Produce papers, reports and other literature.
- Hold the intellectual property rights for publications produced by the Group.
- Promote research into subjects directly connected with the objectives of the Group.
- Make information available to all interested persons.
- Instruct and remunerate any person or persons not being members of the Committee to supervise, organise and carry out work for the Group.
- Raise public grant and private funds and invite and receive contributions from any person or persons whatsoever by way of subscription, donation or otherwise; and similarly make grants to other organizations or individuals in accordance with its objectives.
- Acquire, lease or rent any property.
- Archive and care for any materials, documents and artefacts entrusted to the Group.
- Do all such other lawful things as are necessary for the attainment of the said objectives.
- Generally act in the fashion of a charity prior to any registration as a Charity under UK law.
- To inform Wing Parish Council on matters of Heritage as required.

**MEMBERSHIP**

Membership shall be open to all who are interested in furthering the objectives of the Group.

Members may be charged an annual fee, to be set at the Annual General Meeting

Visitors may attend organised meetings and events; a fee may be charged.

**MEETINGS**

An Annual General Meeting shall be held in each calendar year to receive the Committee's report, including a financial report, to elect Officers and Members of the Committee, set any membership fees and to transact such other business as may from time to time be necessary. A quorum shall consist of 25% of the membership entitled to vote, or 5 members whichever is the larger number. Proxy voting will be allowed by written request to the Secretary.

**HONORARY OFFICERS**

The Officers shall consist of Chairman, Secretary and Treasurer all of whom shall be members of the Committee. If necessary one person may hold two of these posts, but not Chairman and Secretary together. All Officers shall hold office in an honorary capacity and shall relinquish their office at the Second Annual General Meeting after their election but shall be eligible for re-election.

**THE COMMITTEE**

The Committee shall be responsible for the management and administration of the Group. The Committee shall consist of the Officers and up to 5 other members. Election to the Committee shall take place annually and Committee members are eligible for re-election. The quorum for a Committee Meeting shall be one third of the Committee membership. The Committee may co-opt

other members and reserves the right to appoint honorary officers as and when necessary to serve until the next AGM.

#### **AMENDMENTS**

This Constitution may be amended by a majority of members present and voting at an Annual General Meeting or Special General Meeting, provided that 28 days notice in writing of the proposed amendment has been given to all members. A quorum shall consist of 25% of the membership entitled to vote, or 5 members whichever is the larger number. Proxy voting will be allowed by written request to the Secretary.

#### **WINDING UP**

The Group may be dissolved by a two-thirds majority of members present and voting at an Annual General Meeting or at a Special General Meeting. A quorum shall consist of 25% of the membership entitled to vote. Proxy voting will be allowed by written request to the Secretary.

In the event of the Group ceasing to operate, the members present at the AGM or Special General Meeting shall have the power to dispose of artefacts belonging to the Group to a local museum or charitable organisation of similar standing, and any books to be donated to Wing Community Library and any funds belonging to the Group to one or more local charitable organisations operating within the parish.