

## **Dereham Heritage Trust**

### **Rules**

*Note. These rules are made under article 26 of the Constitution of 28 Nov 2019, which states:*

*“The charity trustees may from time to time make such reasonable and proper rules or bye laws as they may deem necessary or expedient for the proper conduct and management of the CIO, but such rules or bye laws must not be inconsistent with any provision of this constitution. Copies of any such rules or bye laws currently in force must be made available to any member of the CIO on request.”*

*If any conflict arises between application of these rules and the Constitution, the Constitution takes precedence.*

### **Committee**

1. There shall be a Committee of the Trust which consists of the Trustees, the Museum Mentor, and such other persons as the Trustees may from time to time determine. The Trustees may invite others to join temporarily. The committee is advisory to the Trustees, and all decisions binding the Trust must be made by the Trustees in accordance with the Constitution. The attendance list in minutes of Committee meetings must distinguish Trustees and others who are in attendance.

### **Annual General Meeting, financial and subscription years**

2. The financial year shall run from January to December and the subscription year from March to February. The first AGM must be held by 21 June 2021 (ie, within 18 months of the registration of the Charitable Incorporated Organisation), and subsequent AGMs shall be held within 2 months of the end of each financial year. The Trustees shall present accounts and a report of the previous financial year to the AGM.

### **Subscription rates**

3. The Trustees will propose the subscription rate for the coming year to the AGM. If the proposal is not approved by the AGM, the Trustees will reconsider their proposal at their next meeting, and make a decision.

### **Officers**

4.1 The Trustees shall consider before the AGM whom they wish to appoint to chair their meetings and to act as Chair of the CIO, and shall report this to the AGM. If no one else is proposed, the person proposed by the Trustees is appointed. If someone else is proposed and seconded at the AGM, the Trustees shall consider this at their next meeting and appoint a chair in accordance with Article 19(2) of the Constitution.

4.2 The Trustees may elect honorary life members at any time. At an AGM, members may elect a President and Vice-President. Honorary members and the President and Vice-President are not required to pay a member's subscription, but must do so if they wish to vote at General Meetings.

4.3 The Trustees may appoint a Membership Secretary, and delegate to him or her the approval of applications for membership under Clause 9(1)(b) of the constitution where there is no obvious reason to doubt that the applicant is a fit person for membership.

**Museum collection**

5. The Museum collection and Archive are maintained in accordance with Arts Council accreditation rules, with a normal field of interest within 10 km of Dereham.

(Adopted 17 August 2020)