Datchet Village Society

CONSTITUTION

April 2026

THE CONSTITUTION

1. **NAME** The name of the Society is DATCHET VILLAGE SOCIETY, referred to here as 'the Society'.

2. **OBJECTIVES** The Society is established for the public benefit for the following purposes in the area comprising Datchet Parish in the Royal Borough of Windsor and Maidenhead, referred to here as 'Datchet':

2.1 To promote high standards of planning and architecture in, or affecting, Datchet and its Conservation Area.

2.2 To inform the public about the geography, history, natural history, architecture and archaeology of Datchet.

2.3 To secure the preservation, protection, development and improvement of features of historic, natural or public interest in Datchet.

2.4 To provide members with a programme of activities based on these objectives.

To achieve these objectives, the Society, through the Executive Committee, has the following authorities:

2.5 To promote civic pride in Datchet.

2.6 To promote and undertake research into subjects directly connected with the objectives of the Society and to publish the results of any such research.

2.7 To consult, inform and co-operate with the local authorities, planning Committees, and all other statutory authorities, voluntary organisations and persons having aims similar to those of the Society.

2.8 To assist in promoting activities of a charitable nature and community events in the Datchet area.

2.9 To publish papers, reports and other literature in a variety of media.

2.10 To collect information on subjects of local interest.

2.11 To hold meetings, lectures, exhibitions and activities for members and non-members.

2.12 To inform public opinion, give guidance and information, and encourage interest in Datchet, its history and environment.

2.13 To raise funds and to invite and receive contributions by way of subscription, donation, grants and otherwise; provided that the Society shall not undertake any permanent trading activities in raising funds for its primary purpose.

2.14 To do all such other lawful things as are necessary for the attainment of the said purposes.

3. MEMBERSHIP Membership shall be open to all who are interested in furthering the purposes of the Society. No member shall have power to vote at any meeting of the Society if his or her subscription is in arrears at the time. Junior members shall be those aged under 16 years at the time the subscription is due; and they shall be entitled to vote at any meeting of the Society. Annual membership runs from 1 April each year to 31 March the following year.
Honorary membership may be awarded by the Executive Committee to an individual or individuals whose contribution to the Society has been particularly significant.

4. SUBSCRIPTIONS

From 1 April 2026, the subscription shall be:

Individual membership, per annum	£10
Junior membership, per annum	£1

or other such reasonable sum as the Executive Committee shall determine from time to time. It shall be payable on or before 1 April each year. Membership shall lapse if the subscription is unpaid three months after it is due. The subscription of new members joining between 1 January and 31 March in any year shall be regarded as covering membership until 1 April the following year.

5. MEMBERS' MEETINGS

An Annual General Meeting shall be held in or about April of each year to receive reports and accounts from the Executive Committee and to elect officers and members of the Executive Committee. The Executive Committee shall decide when ordinary meetings of the Society shall be held. Special General Meetings of the Society shall be held at the written request of 15 or more members whose subscriptions are fully paid up. Five members present shall constitute a quorum for a meeting of the Society. The Executive Committee shall, where possible, give at least seven days' notice to members of all meetings of the Society.

6. OFFICERS The officers of the Executive Committee of the Society shall consist of:

- Chair and Vice Chair, or Co-Chairs
- Secretary
- Treasurer/Financial officer
- Membership Secretary
- Sales & Marketing/PR
- Events Co-ordinator
- Photographer and photographic archive
- Planning
- Environment and wildlife

Executive Committee Members may hold more than one role.

All Executive Committee Members shall relinquish their office every year and shall be eligible for re-election at the Annual General Meeting.

Nominations for the election of members to the Executive Committee shall be made in writing to the Secretary at least seven days before the Annual General Meeting. Such nominations shall be supported by a seconder and the consent of the proposed nominee must first have been obtained. Nominees shall declare at the Annual General Meeting at which their election is to be considered any financial or professional interest known or likely to be of concern to the Society. A president may also be invited to stand at a General Meeting of the Society, for periods to be decided at such a meeting.

The Executive Committee shall elect their own chairperson(s) and other officers by simple majority vote. The Executive Committee shall have the power to co-opt members to the Committee to fill vacancies or for specific purposes or projects.

7. THE EXECUTIVE COMMITTEE

The Executive Committee shall be responsible for the management and administration of the Society. The Executive Committee shall consist of not fewer than five and not more than 10 members. If, through resignation, incapacity or other reasons, the number of Executive Committee members falls below five then the remaining committee members will co-opt additional members to achieve at least the minimum number.

The quorum shall comprise not fewer than three Executive Committee members.

The Executive Committee shall have power to co-opt further members to attend in an advisory and non-voting capacity.

Members of the Executive Committee shall be elected annually at the Annual General Meeting of the Society, and out-going members may choose to stand for re-election. If the number of nominations for officers or Executive Committee members exceeds the number of vacancies, a ballot shall take place in such a manner as shall be determined.

Roles on the Executive Committee shall be allocated by Executive Committee members by a simple majority vote.

The Executive Committee shall appoint one of their number to chair their meetings and may at any time revoke such appointment by a simple majority vote. If the appointed chair is unable or unwilling to preside at a meeting or is not present within ten minutes after the time of the meeting, the executive committee shall appoint one of their number to chair that meeting.

No decision shall be taken at an Executive Committee meeting unless a quorum is present at the time when the decision is taken.

Questions arising at a meeting shall be decided by a majority of those Executive Committee members eligible to vote. In the event of equality in the votes cast, the Chairman shall have a second or casting vote. The president may attend any meeting of the Executive Committee but shall not vote at such a meeting.

The Executive Committee shall meet not fewer than four times a year at intervals of not more than three months. The Secretary shall give Executive Committee members not fewer than seven days' notice of each meeting.

Members of the Executive Committee shall attend a minimum of three meetings per year. Any member not meeting this obligation will be considered to have relinquished their office and will be notified accordingly unless at least three members of the Executive Committee vote to retain the member.

Members of the Executive Committee will act in a professional manner at all meetings and while representing the DVS at any event. Any member failing to do so, as decided by at least four members of the Executive Committee, will be considered to have relinquished their office.

8. SUB COMMITTEES

The Executive Committee may constitute sub-committees as and when is considered necessary. Any sub-committee shall include at least one member of the Executive Committee and report to the Executive Committee. Sub-committees shall be subordinate to and may be regulated or dissolved by a majority of the Executive Committee.

9. DECLARATION OF INTEREST

It shall be the duty of every member who is in any way directly or indirectly interested financially or professionally in any item discussed in any meeting of the Society at which he or she may be present to declare such interest and he or she shall not discuss such item (except by invitation of the chairman) or vote thereon.

10. EXPENSES OF ADMINISTRATION AND APPLICATION OF FUNDS

The Executive Committee shall, out of funds of the Society, pay all proper expenses of administration and management of the Society. Members of the Executive Committee may be paid reasonable expenses but will not receive remuneration for their work. After the payment of administration and management expenses and setting aside to reserve such sums as may be deemed expedient, the remaining funds of the Society shall be applied by the Executive Committee in furtherance of the purposes of the Society.

11. AMENDMENTS

This Constitution may be amended by a two-thirds majority of members present at an Annual General Meeting or Special General Meeting of the Society, provided that at least 14 days' notice of the proposed amendment has been given to all members.

12. WINDING UP

The Society may be dissolved by a two-thirds majority of members voting at an Annual or Special General Meeting of the Society. This decision shall be confirmed by a simple majority of members voting at a further Special General Meeting held not fewer than 14 days after the previous meeting. If the motion for the dissolution of the Society is to be proposed at an Annual or Special General Meeting, this motion shall be referred to specifically when notice of the meeting is given. In the event of the dissolution of the Society, the available funds of the Society shall be transferred to such one or more charitable institutions having similar objectives as shall be chosen by the Executive Committee and be approved by the meeting of the Society at which the decision to dissolve the Society is confirmed.

On dissolution the minute books and other records of the Society shall be deposited with the Berkshire Records Office.