

KENDAL CIVIC SOCIETY

CONSTITUTION

1. NAME The name of the Society shall be **THE KENDAL CIVIC SOCIETY**.

2. OBJECTS

The objects of the Society shall be to promote and encourage the following objects by charitable means but not otherwise:

- (a) the making and maintaining of Kendal and its environs (hereinafter referred to as "the Area") as an attractive and stimulating locality rich in biodiversity, in which to live and work;
- (b) high standards in architecture, building, and town and country planning in the Area;
- (c) the stimulation of public consciousness and appreciation of the beauty, natural beauty, history and character of the Area;
- (d) the preservation for the benefit of the public of buildings and features of beauty, natural beauty, or historic or architectural interest in the Area;
- (e) the creation or improvement of features of beauty, natural beauty, or interest in the Area;
- (f) the avoidance, removal or improvement in the Area of building, town and country planning, construction or development which is unsightly or, in the public interest, undesirable;
- (g) a sense of civic pride amongst members of the public generally (including corporate bodies), or any section of the public in the Area;
- (h) without prejudice to the generality of the foregoing, the furthering of the abovementioned objects by all or a of the following means:
 - (i) the printing, publication and distribution by sale or otherwise, of books, pamphlets, papers and pictorial or other matter;
 - (ii) the provision, promotion and organisation of lectures, educational courses, public and private meetings, exhibitions, and other forms of instruction and publicity.

3. MEMBERSHIP

- (a) Any person interested in the objects of the Society shall be eligible for membership.
- (b) Members shall pay such annual subscription as the Executive Committee may determine. Subscriptions shall be due on the 1st day of January each year.

4. THE PRESIDENT

The Society shall be empowered to appoint a President who shall be elected by the Members at the Annual General Meeting. Nominations for the Presidency shall be delivered to the Hon. Secretary of the Society at least seven days before the Annual General Meeting, willingness of the nominee to accept having been obtained. The President shall retire at the Annual General Meeting but shall be eligible for re-election.

5. THE EXECUTIVE COMMITTEE

- (a) The Governing Body of the Society (hereinafter called the "Executive Committee") shall consist of twelve members of the Society who shall be the Charity Trustees of the Society. They shall retire at the Annual General Meeting but shall be eligible for re-election.
- (b) The Executive Committee shall have power to co-opt persons to serve on the Executive Committee but not to be Trustees of the Society. Such members shall serve until the next Annual General Meeting.
- (c) Nominations for election to the Executive Committee shall be delivered to the Hon. Secretary of the Society at least seven days before the Annual General Meeting, consent of the nominee having been obtained. Where nominations exceed vacancies a vote shall be taken.
- (d) The Executive Committee shall approve the annual accounts prior to their being presented to the Annual General Meeting.

6. OFFICERS

- (a) The Officers of the Society shall be a Chairman, Vice-Chairman, Hon. Secretary and Hon. Treasurer. The Chairman and Vice-Chairman shall *ex officio* be members of all committees.
- (b) The Officers of the Society shall be elected by and from members of the Executive Committee at the first meeting of the Executive Committee next following the Annual General Meeting. The Officers shall be eligible for re-election.

7. COMMITTEES

- (a) The conduct of the affairs of the Society may be deputed to committees with such terms of reference as the Executive Committee shall determine, subject to reporting back procedures.
- (b) The Executive Committee, at a meeting to be held as soon as possible after the Annual General Meeting, shall appoint a Chairman and such co-opted members as it may deem desirable.
- (c) Each committee shall appoint such officers as it may require.

- (d) Members of committees shall retire at the next Annual General Meeting but may be reappointed by the Executive Committee at its meeting held after the Annual General Meeting.
- (e) Each committee may co-opt not more than five persons (who need not be members of the Society) to attend, as may be required, either or all occasional specific meetings of the committee in an advisory and non-voting capacity.

8. MEETINGS

- (a) An Annual General Meeting shall be held in the first quarter of each year to receive the Executive Committee's report and accounts, to elect the members of the Executive Committee and to deal with such matters as the Executive Committee may determine.
- (b) The Executive Committee shall decide when Ordinary Meetings of the Executive Committee and the Society shall be held. Committees shall meet as required.
- (c) Extraordinary General Meetings of the Society shall be held at the written request of ten or more members.
- (d) Five members of the Executive Committee shall constitute a Quorum. Three members of any committee shall constitute a Quorum. Twelve members of the Society shall constitute a Quorum at Members meetings.
- (e) All or any matters considered by the Society or any of its committees shall be determined by a vote and, in the case of an equality of votes, the Chairman shall have a second or casting vote, whether or not he had already voted.
- (f) Fourteen days notice in writing shall be given to members when calling the Annual General Meeting and Extraordinary General Meetings of the Society.

9. FINANCE

- (a) The Executive Committee shall, out of the money received by the Society, pay all proper expenses of administration and management and shall use any residue of such money as it thinks fit for the purposes of the objects of the Society.
- (b) The Executive Committee may make appeals for money and otherwise raise funds for the carrying out of the objects of the Society.
- (c) The Executive Committee may borrow for the object of the Society such money at such rate of interest and in such manner as it may think fit.
- (d) Any money at any time belonging to the Society and not required for its administration or immediate application for its objects, may be invested by the Executive Committee in such investments, securities or property as it may think fit; but so that any money subject to or representing property subject to the jurisdiction of the Charity Commissioners shall only be invested in such securities as may for the time being be prescribed by law.
- (e) The funds belonging to the Charity shall be applied only to furthering the objects.

10. AMENDMENTS TO THE CONSTITUTION

The Constitution may be amended by a two-thirds majority of members present at the Annual General Meeting or an Extraordinary General Meeting called for the purpose, provided that:

- (a) a notice of the proposed amendment has been sent to all members with the notice of the meeting, and;
- (b) nothing herein contained shall authorise any amendment permitting the expenditure of funds of the Society on any object which is not a charitable object at law.

11. DISSOLUTION

In the event of the Society being wound up, the available funds of the Society shall be transferred to such one or more charitable bodies having object similar or reasonably similar to those herein before declared as may be chosen by the Executive Committee and approved by the Charity Commissioners for England and Wales.

12. CONFLICT OF INTERESTS

At Business Meetings of the Executive Committee any member of the Committee who has any conflict of interest in any matter under discussion shall leave the meeting while the matter is being dealt with. If requested by the Committee he/she may remain in the meeting to provide only factual and relevant information, neutral and without prejudice to any other body in which he/she may be in conflict in the matter under discussion. Should he/she remain in the meeting he/she shall take no part in any discussion or deliberation or in any decisions made on the matter.

As amended by the Annual General Meeting held on **18th October 2021**

Safeguarding Policy of Kendal Civic Society

The Aims of Kendal Civic Society are to preserve, enhance and inform of Kendal's heritage and history as is summarised in its motto: 'Preserve the best of the past and to promote the best of the new'. The Society started in 1963 with an initial objective of restoring and enhancing Kendal's Market Place. This was successful and similar projects were then carried out in other streets of the town including Stricklandgate, Highgate and Garth Heads. When the County Council proposed to demolish some areas of historical importance in the town the Society fought to save and to preserve them as significant parts of Kendal's heritage. Successes and failures followed, but as a charity, it was able to raise funds and grants from the Historic Buildings Council and the Architectural Heritage Fund in 1989 to restore Collin Croft, for example, which runs between Highgate and Beast Banks. Other examples of success in preserving historic buildings and structures included the old Summer House (built in 1849) in Serpentine Woods, and the repair/relocation of the Romney Road Footbridge (renamed Dockwray Bridge) which was officially re-opened in 1993. The Society was closely associated with a campaign to bring Lancaster Canal back into Kendal and helped raise £75,000 to restore and conserve the Change Bridge and Natland Mill Beck Bridge. Another notable achievement was work (with others) to restore and preserve the Greenside Lime Kiln which is an enduring link between the limestone industry on Kendal Fell and the canal. The Lime Kiln has now been designated a Scheduled Historic Monument. In addition to the above mentioned activities, the Society works hard to inform residents and visitors about Kendal's history, heritage and architecture. Its members give talks and guided walks, write and publish books and pamphlets, and (at considerable expense) have placed many written plaques around the town giving details of notable people and places. The Society's work over the past sixty years to promote, enhance and keep the town attractive has been in progress for sixty years.

The purpose of this policy is to ensure that the needs of any children, young people and vulnerable adults who may work with or be involved in any way with Kendal Civic Society are kept safe. The policy applies to anyone working with or on behalf of the Society, including its Executive Committee Members, Trustees, Volunteers and commercial trade personnel. It has been drawn up on the basis of legislation and guidance that seeks to protect the aforementioned personnel in England and should be read alongside documents relating to:

- health and safety
- role of designated safeguarding officers
- codes of conduct for staff and volunteers
- supervision training and adult-to-child supervision ratios
- child protection records
- disclosures about individual children, young persons or vulnerable adults
- management of allegations against staff and volunteers
- on-line safety guidance including photography and the sharing of images
- anti-bullying systems
- managing complaints and 'whistleblowing'

We believe that children, young people and vulnerable adults should never experience abuse of any kind and we have a responsibility to promote their welfare, keep them safe and work in a way that protects them at all times. We endeavour to keep everyone safe by valuing, listening and respecting them, adopting best safeguarding practice through all our policies, procedures and codes of practice, implementing an effective on-line safety policy, and providing effective management for staff and volunteers through supervision, support and training. We ensure that we provide safe physical environments for work, and apply appropriate health and safety measures in accordance with the law and regulatory guidance. We ensure that we have effective complaints and 'whistleblowing' measures in place, and endeavour to build a safeguarding culture where all those involved with our Society treat each other with respect and are comfortable about sharing concerns.

This Safeguarding Policy has been agreed and is fully supported by the Society's Executive Committee.

November 2022

Equality Policy of the Kendal Civic Society

Kendal Civic Society is committed to encouraging equality, diversity and inclusion amongst its membership, and also to the elimination of unlawful discrimination. It aims to represent of all sections of society and to enable each of its members to feel respected and able to give of their best. In its provision of services and/or facilities it is committed to avoidance of all forms of unlawful discrimination amongst its membership, interested /involved parties and the public

Our Policy and Purpose is

- a). To provide equality, fairness and respect for all our members and to provide good service to them. b). To avoid all forms of unlawful discrimination against anyone (as set out in the Equality Act 2010) on the basis of age, disability, gender, marital status, race (including colour, ethnicity or nationality), religion, sex and sexual orientation.
- c). To oppose all forms of unlawful discrimination including for benefits, employment conditions, grievance procedures and selection for roles of participation.

Our Society is committed to encouraging equality, diversity and inclusion in the Society's work, and the creation of an environment free from bullying, harassment, victimisation and unlawful discrimination. It aims to promote dignity and respect for all its members, and members of the public, so that their contributions are recognised and valued. We take seriously any complaints of bullying, harassment, victimisation and unlawful discrimination by fellow members, employees, suppliers and visitors in the course of the Society's activities. Such acts will be considered as misconduct under our organisation's grievance or disciplinary procedures and appropriate actions will be taken. Society members will be encouraged to develop their full potential so as to maximise the organisation's efficiency.

This Equality Policy has been agreed and is fully supported by the Society's Executive Committee. Any grievances held by its members or members of the public should be raised with the said Committee and the latter will be expected to decide and/or to act within three months of the alleged complaint.

November 2022



Signed: