

**Somersetshire**  
**Archaeological and Natural History Society**

RULES

ADOPTED AT THE ANNUAL GENERAL MEETING, 8 JULY, 1947

*Name and Objects of the Society*

I.—The Society shall be called the SOMERSETSHIRE ARCHÆOLOGICAL AND NATURAL HISTORY SOCIETY and its objects shall be the promotion of the study of Archæology and Natural History (particularly in connection with the County of Somerset) and of public interest therein by such methods as the Council may consider suitable including (a) the collection and publication by means of an annual volume of *Proceedings* or otherwise of information on the aforesaid branches of knowledge, and (b) maintaining and keeping efficient the Museum and Library at Taunton Castle.

II.—The Society shall not under any circumstances make any dividend, gift, division or bonus in money to or between any of its members.

*Finance*

III.—The real property of the Society shall be held in trust for the purposes of the Society by Trustees, the number of whom shall not be fewer than three nor more than seven.

IV.—In the event of the dissolution of the Society the whole of its real property shall be held by the Trustees and the whole of its personal property shall be held by the Council for the advancement of literature, science and art, in the town of Taunton and the county of Somerset.

V.—The accounts of the Society shall be made up to December 31st in each year, and shall be kept in proper books of account and audited annually by members of the Institute of Chartered Accountants in England and Wales or of the Society of Incorporated Accountants and Auditors, who shall be appointed as auditors annually by the Council of the Society.

*Membership*

VI.—The Society shall consist of:

- (a) *Honorary Members* being persons of distinction in Archæology, or Natural History, or persons who have been special benefactors of the Society, and who are elected as such at an Annual General Meeting on a recommendation made by the Council. An Honorary Member shall have all the privileges of an Ordinary Member but shall not be required to pay any entrance fee or annual subscription.
- (b) *Ordinary Members*, elected by the Council on the nomination of two Members of the Society. Each such Member shall pay an entrance fee of 10s. 6d. and an annual subscription of 21s. due on January 1st in each year (provided that no Member elected before July 20th 1920, shall be under obligation to pay more than 10s. 6d. per annum), and shall be entitled to attend and vote at all meetings of the Society, to use the Library and Museum subject to the provisions of any Bye-Laws in force for the time being, and to receive without further payment a copy of the Society's annual volume of *Proceedings*.

An Ordinary Member may compound for entrance fee and annual subscriptions by one payment of Twenty Guineas.

- (c) *Associate Members*, who shall be members of the household of an Ordinary Member habitually resident with him (or her) in the same house, and shall be elected by the Council in the same manner as Ordinary Members. They shall pay an entrance fee of 10s. 6d. and an annual subscription of 10s. 6d. due on January 1st in each year. Associate members shall have the same privileges as Ordinary members except that they shall not receive a free copy of the Society's annual *Proceedings*, and shall not be eligible for election as Officers or members of the Council.

If for any reason there is no longer an Ordinary Member of the Society in a family, other members thereof shall cease to be Associate Members unless at least one of them forthwith qualifies as an Ordinary Member.

- (d) *Teacher Members*, who shall, at the time of election, be persons actively engaged full-time in teaching in recognized Secondary and Public Elementary Schools within the counties of Somerset and Bristol and the borough of Bath, and shall be elected by the Council in the same manner as Ordinary Members. They shall pay an entrance fee of 5s. and an annual subscription of 12s. 6d. due on the 1st January in each year. Teacher Members shall have the same privileges as Ordinary Members (including the use of the Library), except that they shall not be entitled to vote at meetings nor be eligible as Officers or Members of Council.

If a Teacher Member ceases to be actively engaged in such teaching or to reside in these counties he may nevertheless continue to be a Teacher Member.

A Teacher Member who wishes to become an Ordinary Member and notifies the Assistant Secretary shall become an Ordinary Member by paying the annual subscription of One Guinea.

VII.—(a) On election every new Member shall be notified thereof by the Assistant Secretary who shall at the same time send a copy of the Rules and of such Bye-Laws as apply to Members.

- (b) Ordinary, Associate or Teacher Members shall not participate in any of the benefits of the Society until the entrance fee and appropriate annual subscription, or the composition fee for life membership, have been paid.
- (c) Any Member whose annual subscription is unpaid on April 1st in any year shall not participate in any benefits of the Society (including the use of the Library and Museum) until payment has been made.
- (d) If any Member is in arrear for a period of two years he shall, without further notice, cease to be a member of the Society, but the Council may if it thinks fit, on good cause being shown, reinstate such former member after payment of all arrears.
- (e) Any Ordinary, Associate or Teacher Member intending to withdraw from the Society shall give notice in writing to that effect to the Assistant Secretary on or before December 31st, and if such notice be not given, the member shall pay the subscription for the following year.

#### *The Council*

VIII.—The current affairs of the Society shall be controlled by a Council elected by the Annual General Meeting, and shall be subject to any directions that may be given by a General Meeting of the Society. The Council shall meet at least once in each quarter.

As part of their general powers and duties the Council

- (a) shall hold as *ex-officio* trustees and shall have control of the contents of the Library and Museum including power to purchase books and specimens, to accept or decline gifts and to dispose of such books or specimens as are no longer useful for the purposes of the Society,
- (b) shall control the Society's publications,
- (c) shall appoint a Chairman annually at the first meeting after the Annual General Meeting of the Society,

- (d) shall appoint an Executive Committee, of which the quorum shall be four, and such other committees as they may from time to time think necessary, and define their duties,
- (e) may appoint an Assistant Secretary and other necessary officials on such terms and at such salaries as they may from time to time think fit. The Assistant Secretary may also be the Librarian or the Curator of the Museum or both,
- (f) may make and enforce Bye-Laws consistent with the objects and rules of the Society on such matters as (i) the conduct of their own meetings and the meetings of committees, (ii) the duties of the Assistant Secretary, Librarian, Curator of the Museum and other paid officials of the Society, (iii) the use of the Library and Museum by members of the Society and by the public.

IX.—(i) The Constitution of the Council shall be as follows :

- (a) The Executive Officers of the Society.
- (b) Fifteen Members elected by ballot at the Annual General Meeting after nomination by Honorary or Ordinary Members of the Society or by the Council not less than one month before the date of that meeting. Five of these members shall retire annually by rotation but shall be eligible for re-election.
- (c) One representative from each Branch Society or Natural History Section subject to the provisions of Rule XIV.
- (d) Members appointed by Local Authorities under the following conditions : When and for so long as a Local Authority makes to the Society an Annual Grant in aid of the Society's objects, such authority shall be entitled to two representatives on the Society's Council in the case of a County Council and one representative in the case of a Borough Council. Such representatives shall have the same privileges as ordinary members of the Society with respect to the use of the Library and Museum.
- (e) Honorary or Ordinary Members of the Society co-opted by the Council, provided that such co-opted Members shall not exceed three at any one time, and that they shall hold office for such periods as the Council may determine.
- (ii) No Member of the Council shall be entitled to more than one vote in any division at a meeting of the Council. In the case of an equality of votes the chairman shall have a second or casting vote.
- (iii) If a Member of the Council elected under Paragraph (i) (b) is absent from meetings of the Council for more than twelve months consecutively, except for some reason approved by the Council, his office shall on the expiration of those months, become vacant.
- (iv) The proceedings of the Council shall not be invalid by reason of temporary vacancies in the membership of the Council, provided there be not more than five such vacancies.
- (v) At any meeting of the Council the quorum shall be five.

*Officers of the Society*

X.—The Officers of the Society shall consist of :

- (a) A Patron elected for life by the Council.
- (b) Not fewer than three nor more than seven Trustees elected by the Council.
- (c) A President elected for one year by the Council, who shall continue in office as a Vice-President for the succeeding three years provided that he continues to be a Member of the Society.
- (d) Vice-Presidents who shall be Honorary or Ordinary Members not exceeding six in number, elected annually by ballot at the Annual General Meeting, in addition to Past Presidents under X (c).
- (e) Not more than three Honorary Secretaries, an Honorary Treasurer, and an Honorary Editor all of whom shall be elected annually by ballot at the Annual General Meeting.

Candidates for election under (*d* & *e*) shall be nominated by the Council or by Members not less than one month before the date of the Annual General Meeting.

Any Officer may resign his office.

#### *Executive Officers*

- (i) The President.
- (ii) The Vice-Presidents, not exceeding three in number, who serve under X (*c*).
- (iii) The Honorary Secretaries, the Honorary Treasurer and the Honorary Editor.

#### *Vacancies*

XI.—When a vacancy occurs amongst Executive Officers or amongst elected members of the Council, the Council shall have power to fill it after two weeks' notice of the vacancy has been given, but such appointment shall remain in force only until the next Annual General Meeting.

- XII.—(*a*) An Annual General Meeting of the Society shall be held at such time and place as the Council shall decide. At least three weeks' notice thereof and of the business to be transacted, together with the terms of any special resolutions that are to be moved, shall be sent to all members.
- (*b*) The Council may at any time call a General Meeting of the Society provided that three weeks' notice thereof and particulars of its object with the terms of any resolutions that are to be moved shall be sent to each member.

In case of serious emergency the Council may call a General Meeting of the Society with such notice, being not less than three clear days, as the circumstances will allow.

- (*c*) On receipt of a request signed by twenty-five Ordinary Members, stating the intention of the proposed meeting, the Assistant Secretary shall without delay, but after consulting the Chairman of Council as to a suitable time and place, call a Special General Meeting of the Society. Three weeks' notice of such a meeting together with the terms of any resolutions that are to be moved shall be sent to each member.

No resolution shall be passed at any meeting under this rule unless at least forty Members are present.

XIII.—No discussions on religion or politics shall be permitted at any meetings of the Society.

#### *Sections, Branch Societies and Affiliated Societies*

XIV.—On the application of not fewer than ten Members of the Society, and payment of an initial fee of 10s. 6d., the Council may authorize the formation of a Section for the study of a particular department of Natural History, or a local Branch of the Society in any district and may define a portion of the County as the District for such Branch, but shall not accept any financial liability in respect of any Section or Branch.

The Council may withdraw the recognition of any Section or Branch, and thereupon the Section or Branch shall cease to use in its title or rules any words that state or imply any connection with the Society.

Societies already in existence may, by consent of the Council, be affiliated on payment of a fee of 10s. 6d.

- (*a*) Every Branch and Affiliated Society shall pay to the parent Society an Annual Subscription of 21s. and shall receive a copy of the Society's *Proceedings* for each year of recognition.
- (*b*) A Section or Branch Society with not fewer than fifty Members may appoint annually a representative, who must be a member of the parent Society, to serve on the Council.

- (c) A Section or Branch may fix the rate of subscription for its members, and make rules and bye-laws for the government of the Section or Branch, provided that such rules shall not conflict with any rule of the Society, and shall not extend to any matter which may impair or derogate from the discretion of the Council under Rule I, concerning approval by the Council of any methods adopted for promoting (a) the study of Archæology and Natural History, and (b) public interest therein.
- (d) Every Section or Branch shall appoint a President, a Chairman, a Secretary, a Treasurer and a Committee.
- (e) Any Honorary or Ordinary Member of the Society, irrespective of his place of residence, shall have the right to become a member of any Section or Branch on payment of the usual subscription and compliance in other ways with the rules and bye-laws of the Section or Branch.
- (f) The Council shall have the right to publish in the Society's annual volume of *Proceedings* any report or paper communicated to any Section or Branch.
- (g) Any Section or Branch that publishes a journal of its proceedings shall present a copy thereof to the library of the parent Society.
- (h) The President, Chairman, Secretary and Treasurer of a Section or Branch may use the Society's Library and Museum free of charge, but shall not have the right to borrow books unless they are members of the parent Society.

#### *Local Correspondents*

XV.—The Council may elect (for such period as they shall think fit) Honorary or Ordinary members of the Society who shall be the recognized Correspondents with the Society for the districts assigned to them.

#### *Change of Rules*

XVI.—No change shall be made in these rules except at the Annual General Meeting, or at a Special General Meeting called by the Council and at which at least forty members are present.

#### BYE-LAWS CONCERNING THE USE OF THE LIBRARY AND MUSEUM

1.—The Museum shall be open daily (except on Sunday, Good Friday, Christmas Day and Boxing Day) from 10 a.m. to 5 p.m. from October 1st to April 30th (or until dusk in winter) and from 10 a.m. to 5.30 p.m. from May 1st to September 30th, or as the Council may direct. The charge to non-members of the Society shall be 6*d.* each (and to children under the age of 14, 3*d.* each).

2.—The Library shall be open for the use of members on those days and hours when the Museum is open, or as the Council may direct.

3.—Members who are not in arrear with their subscription (Rule VII (c)) are entitled to use the Library and Museum free of charge and may borrow from the library not more than three volumes at one time, with the exception of certain books that must always remain in the library.

(NOTE.—Members of Sections of the Society—even if not members of the Parent Society—may borrow from the Library one volume at a time having reference to the respective Sections to which they belong; and members of the Botanical Section can be shown the Herbarium on application if accompanied by an officer of the Section.)

4.—Every application for the loan of books, if not made by the member personally shall be in writing.

5.—The cost of packing, transmission and return of books shall be defrayed by the borrower.

6.—No book shall be kept longer than fourteen days if within this period it has been applied for by any other member, nor as a rule longer than one

month, but if before the end of the month the borrower notifies the Librarian that he still requires the book for work on which he is engaged, he may retain the book for a further period not exceeding one month on condition that he returns it immediately if it is asked for by any other member.

7.—A member who borrows a book shall be responsible for its safe return in good condition. In case of loss or damage the borrower shall repay to the Council the cost of repairing or replacing the book, or if the work (other than a periodical) is in more than one volume and separate volumes of the set cannot be obtained the borrower shall defray the cost of a complete set.

8.—Persons who are not members of the Society may, on application to the Librarian with an introduction by a Member personally or by letter, consult and make extracts from manuscripts and printed books on the following terms :

For the first hour or part of an hour 2*s.* ; for each succeeding hour or part of an hour 1*s.* ; for one day 5*s.* ; for a period of seven consecutive days on which the Library is open £1.

These charges may be waived by the Council or the Honorary Secretaries if the application is made by a local authority, a recognised library, or a public institution.

Members of the Devon and Exeter Institution and of Societies in correspondence for the exchange of publications may (on application to the Librarian) use the Library at Taunton Castle provided they bring a letter of introduction from an officer of their own Society.

9.—No complete transcript of any manuscript that is the property of the Society or of any printed document or book shall be made without the consent of the Council, and if such transcript is published a copy of the publication in which it appears shall be presented to the Library.