

Proposed amendments to the BSS Constitution 2020

4. Membership

(a) Membership of the Society shall be open to individuals who are interested in furthering the work of the Society and have paid the annual subscription as laid down from time to time by the Executive Committee hereinafter mentioned.

(b) The Executive Committee shall have the right:

(i) to approve or reject applications for membership, and

(ii) for good and sufficient reason to terminate the membership of any individual provided that the member concerned shall have the right to be heard by the Executive Committee before a final decision is made.

5. Honorary Officers

(a) At the General Meeting hereinafter mentioned the members of the Executive Committee on behalf of the Society shall elect a President elect, a Treasurer, a Secretary and such other Honorary Officers as the Society shall from time to time decide. **The immediate Past President will hold that office for the duration of the President Elect's post.**

(b) The President and the Honorary Officers of the Society shall hold office until the conclusion of the General Meeting of the Society next after their election but shall be eligible for re-election provided that no Honorary Officer shall hold office *in the same post* for more than four consecutive years. On expiration of such period, four further years must elapse before any former Honorary Officer shall be eligible for re-election *to that same post*.

8. Nominations of Honorary Officers and Committee Members

Only members of the Society shall be eligible to serve as Honorary Officers or members of the Committee. Nominations for Honorary Officers or members of the Committee must be made by members of the Society in writing and must be in the hands of the Honorary Secretary at least seven days before the General Meeting. Should nominations exceed vacancies, election shall be by ballot.

10. Finance

(a) All moneys raised by or on behalf of the Society shall be applied to further the objects of the Society and for no other purpose provided that nothing herein contained shall prevent the payment in good faith of reasonable and proper remuneration to any employee of the Society or the repayment of members of the Committee or of any committee appointed under Clause 6(f) hereof of reasonable out-of-pocket expenses.

(b) The Honorary Treasurer shall keep proper accounts of the finances of the Society.

(c) The accounts shall be audited or independently examined (as required by law) at least once a year by the auditor or auditors or independent examiner appointed at the preceding General Meeting.

(d) A statement of the accounts for the preceding financial years shall be submitted by the Committee to each General Meeting.

(e) A bank account shall be opened in the name of the Society with such bank as the Committee shall from time to time decide. The Committee shall authorise in writing the Honorary Treasurer, the Honorary Secretary and two members of the Committee to sign cheques or transfer money electronically on behalf of the Society. All cheques must be signed by no less than two of the four authorised signatories. Electronic money transfers may be authorised by one of the four signatories.

(f) The Society determines that certain limits shall apply to out-of-pocket and pre-booked expenses for all individuals paid from Society funds. These limits shall be proposed and maintained by the Honorary Treasurer, agreed from time to time with the Executive Committee and circulated to relevant parties by the Honorary Treasurer. Expenses above these limits will be reimbursed only in the most exceptional circumstances and only with prior agreement of one or more of the Honorary Officers.

(g) Reimbursement of out-of-pocket expenses is to take place upon receipt of a suitable invoice or claim form not more than three months after the expense is incurred. Claims received after the three-month limit will not be reimbursed as a matter of policy and will be paid only in the most exceptional circumstances and at the discretion of the Honorary Treasurer.

(h) Society funds shall not be spent without prior authorisation of the Honorary Officers or the Executive Committee. Where expenses are undertaken without prior authorisation, the Society will not be responsible for reimbursing such expenses.

(i) For goods or services costing above £5,000, the Society requires three quotes in order to ensure value for money. This requirement may be waived in exceptional circumstances by the Honorary Officers or Executive Committee when such a requirement would not be in the best interests of the Society.

13. Notices

(a) Any notice may be served by the Honorary Secretary on any member either (i) personally (ii) by sending it through the post in a prepaid letter addressed to such member at his or her last known address in the United Kingdom (iii) by facsimile transmission addressed to such member at his or her last known address in the United Kingdom (iv) by email or (v) by text message where a member has supplied a valid email address or mobile telephone number as the case may be and has consented to notices being served in this way.