



CAMBRIDGE ARCHAEOLOGY FIELD GROUP

CONSTITUTION

1. The Group shall be known as the Cambridge Archaeology Field Group and shall be affiliated to the Cambridge Antiquarian Society and any other groups and societies as agreed by the members.
2. The aims and objectives of the Group are:
 - (a) to promote the aims and objectives of archaeology in the Cambridge area, to assist the County Archaeology Services and to co-operate with other interested groups or individuals;
 - (b) to undertake research or excavation assisted by qualified persons where necessary and subsequently publish the information gained;
 - (c) to be aware of development in the Cambridge area, and to report potential archaeological sites threatened with damage or destruction;
 - (d) To provide opportunities for members to develop their interest in archaeology by holding lectures, outings, members' meetings, discussions and issuing publications.
3. Any person 18 years of age or over may apply for membership of the Group and shall be registered as a member on payment of a subscription to be determined at the Annual General Meeting of the Group. Subscriptions shall be due annually immediately following the Annual General Meeting and membership will lapse if subscriptions are three months in arrears.
4. Members may bring their own children under the age of 18 to Group activities but must remain responsible for their children at all times.
5. The Annual General Meeting of the Group shall be held on the first available Wednesday in April each year, notice of which shall be given 14 days in advance of the meeting. The meeting is to conduct the ordinary business of the Group, elect officers, committee members and the examiner of the accounts (who shall not be a member of the committee), and to receive the audited accounts and annual reports.
6. Motions at General Meetings shall be carried if supported by a majority of paid-up members present on a show of hands together with any proxy votes notified to the Secretary three days prior to the vote being taken.
7. A committee consisting of Chairman, Secretary, Treasurer, Field Officer and five ordinary members to conduct the affairs of the Group, shall be elected at the Annual General Meeting. Nomination forms, in a format agreed by the committee, will be circulated to members not less than 14 days in advance of the meeting. At the discretion of the members present, nominations may be made from the floor of the meeting. The committee may co-opt two further members and may form such ad hoc or sub-committees as it deems necessary. Suitable persons may be invited by the committee to hold the honorary positions of President and Vice-President.
8. Members of the committee are elected for a period of one year but may be re-elected at the end of that period. Honorary positions may be held for five years.

9. The roles of the committee are to help the Group achieve its aims and objectives; to help promote awareness of the Group within the Cambridge region and beyond; and to set the standards for the way the Group works. To this end, the committee shall be responsible for managing the activities and resources of the Group, and for seeking additional resources in furtherance of its purposes.
10. At meetings of the committee five members, of which one shall be an officer, shall constitute a quorum, at General Meetings twelve members shall constitute a quorum.
11. At the Annual General Meeting the Chairman shall give a report and the Secretary, Treasurer and Field Officer shall each submit annual reports of the business, finances and activities of the Group.
12. Extraordinary General Meetings may be held at the request of at least 10 members of the Group if 14 days' notice is given.
13. The constitution may only be amended at a General Meeting after 14 days' notice in writing giving details of proposed amendments.
14. Income received by the Group and any property belonging to it shall be used only for the operation of the Group and to further its purposes; no such income or property may be distributed to members.
15. In the event of the dissolution or winding-up of the Group, its assets, after settlement of any debts or liabilities, shall be given or transferred to such other voluntary archaeology group or groups with aims similar to those of this Group, as members determine at a General Meeting which has been called to dissolve or wind-up the Group.
[This clause is to be read that the bequest made by Val Whittaker to the Group is to be treated as a separate item in the accounts.]

Adopted 2nd June 2021