



Medieval Combat Society

Sic Transit Gloria Mundi

CONSTITUTION OF THE SOCIETY

1) Aims and Objectives of the Society

- a) The name of The Society shall be “The Medieval Combat Society”
- b) The object of The Society is to derive pleasure by entertaining and educating the general public in medieval history by giving a display of life and times in the 14th Century, thereby generating an interest in our heritage.
- c) The dates The Society centres around for costume, equipment and depiction is from the end of the campaign season in 1347 to the formation of The Order of the Garter in 1348.

2) Regulations of the Constitution

- a) The Society will maintain a constitution (this document) and a collection of policy documents to govern the general operation of The Society. These policy documents will be referenced in the constitution and are deemed to form part of its regulations.
- b) All members will be subject to the regulations of the constitution and by joining The Society will be deemed to accept these regulations and policies.

3) Membership

- a) Membership of The Society will consist of the officers and members of The Society and is open to all sexes, ethnic backgrounds, religions and ages.
- b) As a requirement of enrolment all members will complete a membership and medical form each year which will include an acceptance that the member has read and understood The Society’s constitution and associated documents. No person shall be enrolled or re-enrolled as a member of The Society until these documents have been received *and* if applicable the appropriate membership fee paid.
- c) Members shall be enrolled in one of the following categories:
 - i) *Probationary Member*. A new member of the society or one returning after a period of non-membership shall be a Probationary Member until one or more of the following has occurred.
 - (1) A period of 12 months from date of joining (or re-joining) has elapsed.
 - (2) The member has actively participated in more than half of the shows in the year.
 - (3) The committee deems they have made a valued contribution to The Society.
 - d) After this point the member shall be proposed for full membership of The Society and a vote taken at the next Annual General Meeting of The Society.
 - i) *Full Member*. A member of the society aged 16 years or over who has satisfied the conditions for full membership and has been accepted as a full member by the vote of the membership at an AGM.
 - ii) *Associate Member*. A member of the society aged 16 years or over who has satisfied the conditions for full membership but has not been accepted as a full member by the vote of the membership at an AGM or has allowed a full membership to lapse. Associate members will be considered for full membership each year at the Annual General Meeting.

- iii) *Junior Member*. A member of the society aged less than 16 years. Junior members must be under the care and control of a parent / guardian or an adult with the written permission of their parent / guardian for the child's participation. This parent / guardian must be a member of the society.
- iv) *Honorary Member*. A member created by the Committee upon the unanimous vote of the Society members.
- v) *Life Member*. A Full Member who has been granted membership of The Society for life. Members may be forwarded for consideration as a Life Member by the existing Life Members of The Society or by the committee and are appointed by a vote of The Society at an Annual General Meeting. Life members shall also be known as A Member of the Order of the Garter of the Medieval Combat Society.

4) Subscriptions

- a) Annual subscription rates shall be set each year at the Annual General Meeting.
- b) A year's membership of The Society shall run from the end of the Annual General Meeting until the end of the Annual General Meeting in the following year. Subscriptions to the Society shall be payable immediately following the Annual General Meeting each year or in the case of a person joining the Society on the day upon which the Society is joined.
- c) Life members, Honorary Members and Junior Members shall not pay subscriptions.
- d) If a new member joins the Society for the first time after the 1st of September in any given year and pays the appropriate subscription that member shall be deemed to have also paid for the following years membership.

5) Finance

- a) Fees / payments made payable to The Society shall be payable only to The Medieval Combat Society and will be held in trust by the treasurer on behalf of the members.
- b) Expenses and other payments will only be made for the justifiable purpose of running The Society.
- c) Items and property owned by the Society remain the property of The Society and are held in trust by the members on The Society's behalf.
- d) Other financial considerations and rules are covered by the "Society Finance Policy" document.

6) Officers of the Society and Other Positions within The Society.

- a) The Society shall be administered by a committee which is empowered to act on behalf of the members of The Society. The members of this committee shall be the Officers of the Society.
- b) The Officers of the Society shall consist of a President, Secretary, Treasurer, Tournament Director and Bookings Officer.
- c) Each member of the committee will hold a single vote with a simple majority required to make a decision.
- d) The officers of The Society shall hold core responsibilities as follows
 - i) The President shall be responsible for the smooth running of The Society in accordance with the constitution and associated policy documents.
 - ii) The Secretary shall be responsible for dealing with society correspondence, record keeping and non-financial administration.
 - iii) The Treasurer shall be responsible the proper administration of The Society's finances and bank account and shall present each year an account of the societies financial position.
 - iv) The Bookings Officer shall be responsible for promoting The Society to clients, booking events for The Society to attend and negotiating fees for the Society's services.

- v) The Tournament Director shall be fully responsible for the societies presentation at events and ensure that all events are run in a safe, practical and professional manner.
- e) To assist with the administration of The Society other duties may be assigned to Officers of the Society and / or advisory positions with specific responsibilities created as required. These additional duties / positions are laid down in the "Positions and Responsibilities" Policy Document.
- f) All Officers of the Society and advisory positions shall be elected annually at the Annual General Meeting and serve in the position so elected until the next Annual General Meeting.
- g) No one person shall hold more than one position as an Officer of the Society at any one time.

7) Changes to Policy Documents & Constitutional Changes

- a) Policy documents may be amended as required by a majority vote of the committee or, if required, a majority vote of the membership at an Annual or Extraordinary General Meeting. Notification of these changes will be distributed to the membership within 30 days.
- b) New policy documents may be created and obsolete policy documents withdrawn only by a vote of the membership at an Annual General Meeting or Extraordinary General Meeting.
- c) Changes to the constitution can only be effected by a vote of the membership at an Annual or Extraordinary General meeting of the Society subject to the rules for submissions to such meetings.
- d) Any Constitutional, Policy or other document change will take effect at the end of the meeting at which it is accepted.

8) The Annual General Meeting and Extraordinary General Meetings

- a) The Society will call an Annual General Meeting to be held on the first weekend in November each year or, in exceptional circumstances, at the at the first possible time following this date.
- b) An Extraordinary General Meeting may be called in the following circumstances
 - i) a majority committee decision.
 - ii) if the number of serving officers of the society falls below four.
 - iii) at the request of at least one third of the current voting membership.
 - iv) by any member if eighteen months has passed since the previous Annual General Meeting.
 - v) In the event of the preceding meeting having failed to reach a quorate.
- c) Once called members shall be notified of the meeting by the Secretary in writing no less than 40 days before an Annual General Meeting or 30 days before an Extra Ordinary General meeting and a request for submissions from members made.
- d) All submissions for the meeting (nominations, items for the agenda and proposals for changes to the constitution) shall be received by the Secretary no later than 20 days before the date of the meeting.
- e) The Secretary shall provide members with an agenda for the meeting no later than 10 days prior to the date of the meeting.
- f) Only Full Members and Life Members of the Society shall be entitled to vote at the meeting.
- g) The Society will not accept general voting by proxy at meetings. A member unable to attend the meeting may provide a specific written instruction to the secretary as to how they wish to vote on any specific item(s) on the agenda and these will be recorded.
- h) A meeting shall be considered quorate if 50% of the voting membership are present or have provided a voting instruction. The results of a non-quorate meeting shall be provisionally accepted subject to ratification at the next quorate meeting.
- i) Following a meeting the secretary shall provide all members with a copy of the minutes of the meeting and all Society documents that have been subject to changes within 30 days.

9) Election of Officers of the Society and Other Positions

- a) Officers of the Society and other positions within The Society will be elected each year at the Annual General Meeting
- b) Nominations for all positions should be freely sponsored and seconded by Society members having ascertained that the individual nominated is prepared to accept the position.
- c) Nominations for positions shall be submitted to the Secretary in writing at least 20 days prior to the date of the meeting. If no nominations have been received for a position, then a further round of nominations shall be taken at the meeting.
- d) Nominees for a position of an Officer of the Society must have been a full or life member for at least 2 years.

10) Insurance

- a) The Society undertakes to provide adequate Public Liability Insurance to protect its members. The society does not provide any form of member to member insurance.
- b) The Society's insurance may, at the discretion of the committee, be used by members to attend non-Society events. A member must receive the committees' permission before this discretion can apply.

11) Safety and Conduct

- a) Rules regarding the general safety and conduct of The Society are covered in the "Safety and Conduct Policy" document.
- b) Rules regarding the safety of weapons and equipment and covered in the "Weapons and Equipment Safety Policy" document.
- c) Rules regarding the safety of combat are covered in the "Combat Safety Policy" document.
- d) Rules regarding the safety of archery are covered in the "Archery Safety Policy" document.
- e) It is the responsibility of all members to react to anything they believe may be unsafe, whatever it may be.

12) Equipment / Garments

- a) Equipment and costume used must be of a style that would have been worn or used in the 14th century.
- b) Control of appearance is governed by the Society's appointed advisors. Only weapons, armour, heraldry, costume and equipment approved by the advisors will be allowed to be worn or used.

13) Other Policies and Society Byelaws

- a) The Society shall maintain a child safeguarding policy covered in the "Child Safeguarding Policy" document.
- b) The Society shall maintain a vehicle to transport equipment held communally by The Society to events. The management of this vehicle is covered in the "Society Transport Policy" policy document.
- c) In the event of the need to address a specific issue The Society, shall hold its rules and regulations not specifically covered by the constitution in a document known as the Byelaws of the Medieval Combat Society, hereafter known as the byelaws.
- d) Byelaw entries will be made by a majority vote of the committee.
- e) No entry in the byelaws shall overrule any part of the Constitution unless required to do so by a change in legal requirements.
- f) Any new bylaw will take immediate effect and be notified to the membership within 28 days.
- g) At the next Annual or Extraordinary General Meeting any current bylaws will either be adopted into constitution by a vote of the membership or discarded if no longer appropriate.

- h) For the purposes of the General Data Protection Regulations the societies Data Protection Officer (DPO) will be the Secretary of The Society.

14) Dissolution

- a) If the Committee, by a majority, decides at any time that it is necessary or advisable to dissolve the Society, they shall call a meeting of full members of The Society. If such a decision shall be confirmed by a majority of those present, The Society shall be dissolved and the Committee shall have power to dispose of any assets held in the name of The Society as required by law and laid down in the constitution.
- b) In the event of a dissolution any assets remaining will be discharged, in order, as follows
 - i) The satisfaction of any legal requirement.
 - ii) The satisfaction of any proper debts and liabilities that have been accrued by The Society.
 - iii) Remaining assets shall be given or transferred to such other charitable institution or institutions having objectives similar to the objectives of The Society as the committee may *decide*.