

Constitution for The South Essex Society of Chartered Accountants

Name

The name of the Society shall be The South Essex Society of Chartered Accountants (hereinafter described as “the Society”).

Objects

The objects for which the Society is established are to hold and manage its reserves in a way that:

- Furthers the principal object of The Institute of Chartered Accountants in England and Wales (hereinafter described as ICAEW), which is to advance the theory and practice of accountancy
- Facilitates member engagement in the area

Membership/Area

The area of the Society is the county of Essex (except for the districts of Braintree, Colchester, Tendring and Uttlesford) together with the Greater London Boroughs of Barking and Dagenham, Havering, Newham, Redbridge and Waltham Forest.

Management

The management of the Society shall be entrusted to a Committee consisting of 3 trustee members.

Officers

The Committee shall each year at its first meeting after the annual meeting of the Society elect from those of its members who have been elected or are members of the Council of the Institute the following officers:

- President
- Deputy President
- Treasurer

Duties of Committee

It shall be the duty of the Committee to administer and control the affairs of the Society.

Accounts

The ICAEW District Society Accounts team shall be responsible for keeping proper accounting records relating to management of reserves and for drafting final accounts of the Society to be approved by the Committee.

Meetings

1. Annual Meeting

An annual meeting shall be held not later than 30th June each year to transact the following business

- a) to receive the accounts for the year ended 31st December; and
- b) to transact any other business of which notice has been given in the notice convening the meeting.

2. Notice of Meetings

For Annual General Meetings and Extraordinary General Meetings, the Committee shall fix the date, hour and place of meetings of the Society and the President shall give not less than fourteen days notice thereof to members. Notice shall be deemed to be served by posting the details on the ICAEW web pages.

3. Chair of Meetings

The President (or Deputy President) shall chair all meetings

4. Quorum at Meetings of the Society

The quorum at meeting shall be 3

5. Voting at Meetings of the Society

A resolution put to the vote of a meeting of the Society shall be decided on by the preference of members present.

Alteration of Rules

A rule or an alteration of these rules must be approved by the members at an annual or special meeting.