

**THE COMPANIES ACT 1985 AND 1989 AND 2006**

**COMPANY LIMITED BY GUARANTEE**

**MEMORANDUM OF ASSOCIATION**

**OF**

**BRITISH SOCIETY FOR PAEDIATRIC ENDOCRINOLOGY AND DIABETES**

1. The company's name is British Society for Paediatric Endocrinology and Diabetes (and in this document it is called the Society).
2. The Society's registered office is to be situated in England.
3. The Society's objects ("the Objects") are to advance for the public benefit education in paediatric endocrinology, diabetes and related subjects by promoting research in such areas and disseminating the useful results of such research amongst health professionals, service providers and the public by the means of meetings, publications in any form and by any other appropriate means.
- 4(1) In addition to any other powers it may have, the Society has the following powers in order to further the Objects (but not for any other purpose).
  - (a) to raise funds; in doing so, the Society must not undertake any substantial permanent trading activity and must comply with any relevant statutory regulations;
  - (b) to buy, take on lease or in exchange, hire or otherwise acquire any property and to maintain and equip it for use;
  - (c) to sell, lease or otherwise dispose of all or any part of the property belonging to the Society. In exercising this power the Society must comply as appropriate with Sections 36 and 37 of the Charities Act 1993 as amended by the Charities Act 2006;
  - (d) to borrow money and to charge the whole or any part of the property belonging to the Society as security for repayment of the money borrowed. The Society must comply as appropriate with sections 38 and 39 of the Charities Act 1993, as amended by the Charities Act 2006, if it wishes to mortgage land;
  - (e) to co-operate with other charities, voluntary bodies and statutory authorities and to exchange information and advice with them;
  - (f) to establish or support any charities, trusts, associations or institutions formed for any of the charitable purposes included in the Objects;
  - (g) to acquire, merge with or to enter into any partnership or joint venture arrangement with any other charity formed for any of the Objects;
  - (h) to set aside income as a reserve against future expenditure but only in accordance with a written policy about reserves;

- (i) to employ and remunerate such staff as are necessary for carrying out the work of the Society. The Society may employ or remunerate a Director only to the extent it is permitted to do so by clause 5 and provided it complies with the conditions in that clause;
  - (j) to:
    - (i) deposit or invest funds;
    - (ii) employ a professional fund-manager; and
    - (iii) arrange for the investments or other property of the Society to be held in the name of a nominee;

in the same manner and subject to the same conditions as the trustees of a trust are permitted to do by the Trustee Act 2000
  - (k) to provide indemnity insurance for the Directors or any other officer of the Society in relation to any such liability as is mentioned in sub-clause (2) of this clause, but subject to the restrictions specified in sub-clause (3) of this clause;
  - (l) to pay out of the funds of the Society the costs of forming and registering the Society both as a company and as a charity;
  - (m) to do all such other lawful things as are necessary for the achievement of the Objects;
- (2) The liabilities referred to in sub-clause 4(1)(k) are:
- (a) any liability that by virtue of any rule of law would otherwise attach to a director of a company in respect of any negligence, default breach of duty or breach of trust of which he or she may be guilty in relation to the Society;
  - (b) the liability to make a contribution to the Society's assets as specified in section 215 of the Insolvency act 1986 (wrongful trading).
- (3) (a) The following liabilities are excluded from sub-clause 4(2)(a):
- (i) fines;
  - (ii) costs of unsuccessfully defending criminal prosecutions for offences arising out of the fraud, dishonesty or wilful or reckless misconduct of the Director or other officer;
  - (iii) liabilities to the Society that result from conduct that the Director or other officer knew or must be assumed to have known was not in the best interests of the Society or about which the person concerned did not care whether it was in the best interests of the Society or not.
- (b) There is excluded from sub-clause 4(2)(b) any liability to make such a contribution where the basis of the Director's liability is his or her knowledge prior to the insolvent liquidation of the Society (or reckless failure to acquire

that knowledge) that there was no reasonable prospect that the Society would avoid going into insolvent liquidation.

- 5(1) The income and property of the Society shall be applied solely towards the promotion of the Objects.
- (2)
  - (a) A Director is entitled to be reimbursed from the property of the Society or may pay out of such property reasonable expenses properly incurred by him or her when acting on behalf of the Society.
  - (b) Subject to the restrictions in sub-clauses 4(2) and 4(3), a Director may benefit from trustee indemnity insurance cover purchased at the Society's expense.
- (3) None of the income or property of the Society may be paid or transferred directly or indirectly by way of dividend bonus or otherwise by way of profit to any member of the Society. This does not prevent a member who is not also a Director receiving:
  - (a) a benefit from the Society in the capacity of a beneficiary of the Society;
  - (b) reasonable and proper remuneration for any goods or services supplied to the Society.
- (4) No Director may:
  - (a) buy goods or services from the Society except at full price;
  - (b) sell goods, services or any interest in land to the Society;
  - (c) be employed by or receive any remuneration from the Society;
  - (d) receive any other financial benefit from the Society;

unless the payment or transaction is permitted in accordance with and subject to the conditions in section 73A or 73F of the Charities Act 1993.

- (5) If a conflict of interest arises for a member of the Executive Committee because of a duty of loyalty owed to another organisation or person and the conflict is not authorised by virtue of any other provision in the Memorandum or these Articles the un-conflicted members of the Executive Committee may authorise such a conflict of interests where the following conditions apply:
  - (a) the conflicted Executive Committee member is absent from the part of the meeting at which there is discussion of any arrangement of transaction affecting that other organisation or person;
  - (b) the conflicted Executive Committee member does not vote on any such matter and is not counted when considering whether a quorum of Executive Committee members is present at the meeting;
  - (c) the un-conflicted Executive Committee members consider it is in the interests of the Society to authorise a conflict of interest in the circumstances applying.

6. The liability of the members is limited.
7. Every member promises, if the Society is dissolved while he or she is a member or within twelve months after he or she ceases to be a member, to contribute such sum (not exceeding £1) as may be demanded of him or her towards the payment of the debts and liabilities of the Society incurred before he or she ceases to be a member, and of the costs charges and expenses of winding up, and the adjustment of the rights of the contributories among themselves.
- 8(1) The members of the Society may at any time before, and in expectation of, its dissolution resolve that any net assets of the Society after all its debts and liabilities have been paid, or provision has been made for them, shall on or before the dissolution of the Society be applied or transferred in any of the following ways:-
  - (a) directly for the Objects; or
  - (b) by transfer to any Charity or Charities for purposes similar to the Objects; or
  - (c) to any Charity or Charities for use for particular purposes that fall within the Objects.
- (2) Subject to any such resolution of the members of the Society, the Directors of the Society may at any time before and in expectation of its dissolution resolve that any net assets of the Society after all its debts and liabilities have been paid, or provision made for them, shall on dissolution of the Society be applied or transferred:
  - (a) directly for the Objects; or
  - (b) by transfer to any Charity or Charities for purposes similar to the Objects; or
  - (c) to any Charity or Charities for use for particular purposes that fall within the Objects.
- (3) In no circumstances shall the net assets of the Society be paid to or distributed among the members of the Society (except to a member that is itself a Society) and if no such resolution is passed by the members or the Directors the net assets of the Society shall be applied for charitable purposes as directed by the court or the Commission.

**THE COMPANIES ACTS 1985 AND 1989 AND 2006**

**COMPANY LIMITED BY GUARANTEE**

**ARTICLES OF ASSOCIATION**

**OF**

**BRITISH SOCIETY FOR PAEDIATRIC ENDOCRINOLOGY AND DIABETES**

**1 Interpretation:**

In these Articles:

“the 1985 Act” means the Companies Act 1985;

“the 2006 Act” means the Companies Act 2006

“address” means a postal address or, for the purposes of electronic communication, a fax number, an email address or a text message number in each case registered with the Society;

“the Byelaws” means the Byelaws made from time to time by the Executive Committee under the powers contained in these Articles;

“clear days” in relation to the period of a notice means a period excluding:

- the day when the notice is given or deemed to be given; and
- the day for which it is given or on which it is to take effect;

“the Directors” means the directors of the Society. The Directors are charity trustees;

“Executive Committee” means the Chairman, Secretary and Treasurer of the Society, the Directors and co-opted and ex-officio members;

“General Meeting” means a general meeting of the Society;

“the Memorandum” means the Memorandum of Association of the Society;

“Chairman” means the Chairman of the Society from time to time elected in accordance with the Byelaws;

“Secretary” means the secretary of the Society or any other person appointed to perform the duties of the secretary of the Society, including a joint, assistant or deputy secretary;

“Treasurer” means the Treasurer of the Society from time to time elected in accordance with the Byelaws;

“the Society” means the company intended to be regulated by these Articles;

“Unincorporated Society” means the registered charity with charity number 283986;

“Voting Member” means a member of the Society eligible to vote as provided in the Byelaws; and

words importing one gender shall include all genders, and the singular includes the plural and vice versa.

Unless the context otherwise requires words or expressions contained in these Articles have the same meaning as in the 1985 Act or the 2006 Act but excluding any statutory modification in force when this constitution becomes binding on the Society.

Apart from the exception mentioned in the previous paragraph a reference to an Act of Parliament includes any statutory modification or re-enactment of it for the time being in force.

## **2 Members**

- 2.1 The subscribers to the Memorandum are the first members of the Society.
- 2.2 Following approval of the transfer of the assets and membership of the Unincorporated Society to the Society the members of the Unincorporated Society shall each become members of the Society and thereafter Membership is open to individuals who:
  - (a) apply to the Society in the form specified in the Byelaws;
  - (b) are approved by the Executive Committee
- 2.3 Membership is not transferable.
- 2.4 All members are bound to observe the rules of the Society as set out in the Byelaws as amended from time to time.
- 2.5 The classes of membership and their voting rights shall be set out in the Byelaws.
- 2.6 The membership subscriptions will be determined by the Byelaws.
- 2.7 The Secretary must keep a register of the names and addresses of the members.

## **3 Termination of membership**

Membership may be terminated in the circumstances specified in the Byelaws.

## **4 General meetings**

- 4.1 An Annual General Meeting must be held in each year and not more than fifteen months may elapse between successive Annual General Meetings.
- 4.2 The Executive Committee may call a General Meeting at any time and must call such a meeting if requested in writing by at least one third of the Voting Members.

## **5 Notice of general meetings**

- 5.1 The minimum legal periods of notice required to hold a general meeting of the Society are:
  - (a) twenty-one clear days for an Annual General Meeting and a general meeting called for the passing of a special resolution;
  - (b) fourteen clear days for all other general meetings.However, the Byelaws may specify a longer period of notice.
- 5.2 A general meeting may be called by shorter notice if it is so agreed:
  - (a) in the case of an Annual General Meeting, by all the members entitled to attend and vote; and

- (b) in the case of any other general meeting, by a majority in number of Voting Members who together hold not less than 90 percent of the total voting rights.
- 5.3 The notice must specify the date time and the place of the meeting and the general nature of the business to be transacted. If the meeting is to be an Annual General Meeting, the notice must say so. The notice must also contain a statement setting out the right of members to appoint a proxy under section 325 of the Companies Act 2006.
- 5.4 The notice must be given to all the members, the Executive Committee and the auditors.
- 5.5 The proceedings at a meeting shall not be invalidated because a person who was entitled to receive notice of the meeting did not receive it because of an accidental omission by the Society.

## **6 Proceedings at general meetings**

- 6.1 No business shall be conducted at any General Meeting unless a quorum is present.
- 6.2 A quorum is either:
  - (a) fifteen Voting Members present in person or by proxy; or
  - (b) one fifth of the total Voting Members at the time  
whichever is the lesser.
- 6.3 If:
  - (a) a quorum is not present within half an hour from the time appointed for the meeting; or
  - (b) during the meeting a quorum ceases to be present;  
the meeting shall be adjourned to such a time and place as the Executive Committee shall determine.
- 6.4 The Executive Committee must reconvene the meeting and must give at least seven days' notice of the reconvened meeting stating the date, time and place of the meeting.
- 6.5 If no quorum is present at the reconvened meeting within fifteen minutes of the time specified for the start of the reconvened meeting the members present at that time shall constitute the quorum for that meeting.
- 6.6 General Meetings shall be chaired by the Chairman.
- 6.7 If the Chairman is not present within fifteen minutes after the time appointed for the meeting an Executive Committee member nominated by the Executive Committee shall chair the meeting.
- 6.8 If there is only one Executive Committee member present and willing to act, he or she shall chair the meeting.
- 6.9 If no Executive Committee member is present and willing to chair the meeting within fifteen minutes after the time appointed for the holding it, the Voting Members present must choose one of their number to chair the meeting.
- 6.10 The Voting Members present at a meeting may resolve by ordinary resolution that the meeting shall be adjourned.
- 6.11 The person who is chairing the meeting must decide the date time and place at which the meeting is to be reconvened unless those details are specified in the resolution.
- 6.12 No business shall be conducted at a reconvened meeting unless it could properly have been conducted at the meeting had the adjournment not taken place.

- 6.13 If a meeting is adjourned by a resolution of the Voting Members for more than seven days, at least seven days' clear notice shall be given of the reconvened meeting stating the date time and place of the meeting.
- 6.14 Any vote at a meeting shall be decided by a show of hands unless before, or on the declaration of a result of, the show of hands a poll is demanded:
- (a) by the person chairing the meeting;
  - (b) by at least one tenth of the Voting Members present in person or by proxy.
- 6.15 (a) The declaration by the person who is chairing the meeting of the result of a vote shall be conclusive unless a poll is demanded.
- (b) The result of the vote must be recorded in the minutes of the Society but the number of votes cast need not be recorded.
- 6.16 (a) A demand for a poll may be withdrawn before the poll is taken, but only with the consent of the person who is chairing the meeting.
- (b) If the demand for a poll is withdrawn the demand shall not invalidate the result of a show of hands declared before the demand was made.
- 6.17 (a) A poll must be taken as the person who is chairing the meeting directs, who may appoint scrutineers (who need not be members) and who may fix a time and place for declaring the results of the poll.
- (b) The result of the poll shall be deemed the resolution of the meeting at which the poll is demanded.
- 6.18 (a) A poll demanded on the election of a person to chair a meeting or on a question of adjournment must be taken immediately.
- (b) A poll demanded on any other question must be taken either immediately or at such time and place as the person who is chairing the meeting directs.
- (c) The poll must be taken within thirty days after it has been demanded.
- (d) If the poll is not taken immediately at least seven clear days' notice shall be given specifying the time and place at which the poll is to be taken.
- (e) If a poll is demanded the meeting may continue to deal with any other business that may be conducted at the meeting.
- 6.19 All decisions will be taken on a simple majority of votes cast unless otherwise required by the 2006 Act.

## **7 Votes of members**

- 7.1 Subject to Articles 2 and 7.3, every Voting Member shall have one vote.
- 7.2 Any member is entitled to appoint another person as a proxy to exercise all or any of the member's rights to attend and to speak and vote at a general meeting of the Society.
- 7.3 No member shall be entitled to vote at any general meeting or at any adjourned meeting if they are in arrears by more than six months with any monies owed to the Society.
- 7.4 Any objection to the qualification of any voter must be raised at the meeting at which the vote is tendered and the decision of the person who is chairing the meeting shall be final.
- 7.5 Votes may be given either personally or by proxy. The instrument appointing a proxy shall be in writing under the hand of the appointer or his attorney. No person shall be appointed a proxy who is not a member of the Society and qualified to vote.



- 7.6 The instrument appointing a proxy and the power of attorney (if any) under which it is signed, or notarially certified copy thereof may be lodged with the Society as follows:-
- (a) in the case of an instrument in writing be deposited at the office not less than forty eight hours before the time of holding the meeting or adjourned meeting (as the case may be) at which the person named in such instrument proposed to vote but no instrument appointing a proxy shall be valid after the expiration of twelve months from the date of its execution;
  - (b) in the case of an appointment contained in an electronic communication, where an address has been specified for the purpose of receiving electronic communications:-
    - (i) in the notice convening the meeting, or
    - (ii) in any instrument of proxy sent out by the charity in relation to the meeting, or
    - (iii) in any invitation contained in an electronic communication to appoint a proxy issued by the charity in relation to the meeting, it must be received at such address not less than 48 hours before the time for holding the meeting or adjourned meeting at which the person named in the appointment proposes to vote.
- 7.7 A vote given in accordance with the terms of an instrument of proxy shall be valid notwithstanding the previous death of the principal or revocation of the proxy in respect of which the vote is given, unless an intimation in writing of the death or revocation shall be received at the office before the meeting.
- 7.8 An instrument of proxy may be in the usual common form or in any other form approved or accepted by the Executive Committee.

## **8 Executive Committee**

- 8.1 An Executive Committee member must be a natural person aged eighteen years or older. No-one may be appointed to the Executive Committee if he or she would be disqualified from acting under the provisions of Article 12.
- 8.2 The number of Executive Committee members shall be not less than three nor more than ten, including the Chairman, Secretary, Treasurer and co-opted and ex-officio members
- 8.3 Any Voting Member of the Society who is in good standing with his or her membership subscription is eligible to stand for election to the Executive Committee.
- 8.4 Following approval of the transfer of the assets and membership of the Unincorporated Society the first members of the Executive Committee shall be the trustees of the Unincorporated Society and thereafter Executive Committee members shall be elected in accordance with the provisions of the Byelaws.

## **9 Powers of the Executive Committee**

- 9.1 The Executive Committee shall manage the business of the Society and may exercise all the powers of the Society unless they are subject to any restrictions imposed by the 1985 Act or the 2006 Act, the Memorandum, these Articles or any special resolution.
- 9.2 No alteration of the Memorandum or these Articles or any special resolution shall have retrospective effect to invalidate any prior act of the Executive Committee.

- 9.3 Any meeting of the Executive Committee at which a quorum is present as defined in Article 14.2 below at the time the relevant decision is made may exercise all the powers exercisable by the Executive Committee.
- 9.4 The Executive Committee shall have power to appoint additional persons to serve as non-voting members of the Executive Committee ex officio from time to time and for such period as the Executive Committee may determine if the Executive Committee determines in its sole discretion that the Society's objects will thereby be furthered and provided that the membership of the Executive Committee does not exceed the maximum number specified in Article 8.2 above.

**10 Retirement of the Executive Committee**

- 10.1 At each Annual General Meeting all Executive Committee members who have completed their term shall retire from office but shall be eligible for immediate re-election for a further maximum period of one year to assist in the continuity of organisation. The initial term for the Chairman and Secretary and other Committee Members except the Treasurer shall be three consecutive years. The Treasurer shall serve for an initial term of five consecutive years. These requirements do not apply to ex-officio members.
- 10.2 If an Executive Committee member is required to retire at an Annual General Meeting by a provision of these Articles the retirement shall take effect upon the conclusion of the meeting.

**11 Election of Executive Committee members**

All elections to the Executive Committee shall be conducted as provided in the Byelaws.

**12 Disqualification and removal of Executive Committee members**

An Executive Committee member shall cease to hold office if he or she:

- (a) ceases to be a member of the Society;
- (b) ceases to be a director of the Society formally registered under the Act by virtue of any provision of the Act or is prohibited by law from being a director;
- (c) becomes incapable by reason of mental disorder, illness or injury of managing and administering his or her own affairs;
- (d) resigns as an Executive Committee member by notice to the Society (but only if at least two Executive Committee members will remain in office when the notice of resignation is to take effect); or
- (e) is absent without the permission of the Executive Committee from all their meetings within a period of six consecutive months and the Executive Committee resolves that his or her office be vacated;

**13 Executive Committee remuneration**

The Executive Committee must not be paid any remuneration unless it is authorised by clause 5 of the Memorandum.

**14 Proceedings of the Executive Committee**

- 14.1 The Executive Committee may regulate their proceedings as acting reasonably they think fit, subject to the provisions of these Articles. Meetings of the Executive Committee shall be convened by the Chairman or, in his or her

- absence, the Secretary, or when requested by any two Executive Committee members.
- 14.2 The quorum for meetings of the Executive Committee is two full committee members.
- 14.3 If the number of Executive Committee members is less than the quorum, the continuing Executive Committee member(s) may act only for the purpose of filling vacancies or calling a General Meeting.
- 14.4 Decisions are taken by simple majority of those Executive Committee members present and voting, with the Chairman holding the casting vote in case of tied votes.
- 14.5 Meetings of the Executive Committee shall be chaired by the Chairman or in his or her absence by the Secretary. If both the Chairman and Secretary are unwilling to preside or are not present within fifteen minutes after the time appointed for the meeting, the Executive Committee may appoint one of their number to chair that meeting.
- 14.6 A member of the Executive Committee must declare the nature and extent of any interest, direct or indirect, which he has in a proposed transaction or arrangement with the Society or in any transaction or arrangement entered into by the Society which has not been previously declared. A member of Executive Committee must absent himself or herself from any discussions in which it is possible that a conflict will arise between his or her duty to act solely in the interests of the Society and any personal interest (including but not limited to any personal financial interest).
- 14.7 Subject to Article 14.8, all acts done by a meeting of the Executive Committee, or of a sub-committee or steering group, shall be valid notwithstanding the participation in any vote of an Executive Committee member:
- (a) who was disqualified from holding office;
  - (b) who had previously retired or who had been obliged by the constitution to vacate office; or
  - (c) who was not entitled to vote on the matter, whether by reason of a conflict of interest or otherwise;
- if without:
- (a) the vote of that Executive Committee member; and
  - (b) that Executive Committee member being counted in the quorum;
- the decision has been made by a majority of the Executive Committee at a quorate meeting.
- 14.8 Article 14.7 does not permit an Executive Committee member to keep any benefit that may be conferred upon him or her by a resolution of the Executive Committee or of a committee or steering group if, but for clause 14.7, the resolution would have been void, or if the Executive Committee member has not complied with Article 14.6.
- 14.9 Subject to the provisions of these Articles, Executive Committee members participate in a meeting of the Executive Committee, or part of a meeting of the Executive Committee, when:-
- (a) the meeting has been called and takes place in accordance with these Articles
  - (b) they can each communicate to the others any information or opinions they have on any particular item of the business of the meeting

- 14.10 In determining whether Executive Committee members are participating in a meeting of the Executive Committee, it is irrelevant where any Executive Committee member is or how they communicate with one another.
- 14.11 If all the Executive Committee members participating in a meeting are not in the same place, they may decide that the meeting is to be treated as taking place wherever any of them is.
- 14.12 A resolution in writing agreed by a simple majority of all the Executive Committee members entitled to receive notice of a meeting of the Executive Committee or of a subcommittee of the Executive Committee and to vote upon the resolution shall be as valid and effectual as if it had been passed at a meeting of the Executive Committee or (as the case may be) a subcommittee of the Executive Committee duly convened and held provided that:
- (a) a copy of the resolution is sent or submitted to all the Executive Committee members eligible to vote; and
  - (b) a simple majority of the Executive Committee members has signified its agreement to the resolution in an authenticated document or documents which are received at the registered office within the period of 28 days beginning with the circulation date.
- The resolution in writing may comprise several documents containing the text of the resolution in like form to each of which one or more Executive Committee members has signified their agreement.

## **15 Sub-committees, steering groups and delegation**

- 15.1 The Executive Committee may delegate any of their powers or functions to a sub-committee or steering group of one or more Executive Committee members plus other Voting Members but the terms of the delegation must be recorded in the minutes.
- 15.2 The Executive Committee members may impose conditions when delegating, including the conditions that:
- (a) the relevant powers are to be exercised exclusively by the sub-committee or steering group to whom they delegate; and
  - (b) no expenditure may be incurred on behalf of the Society except in accordance with a budget previously agreed with the Executive Committee.
- 15.3 The Executive Committee may revoke or alter a delegation.
- 15.4 All acts and proceedings of any sub-committees or steering group must be fully and promptly reported to the Executive Committee.

## **16 Accounts**

- 16.1 The accounting year will end on 31 August of each year unless changed by the Executive Committee.
- 16.2 The Executive Committee must keep accounting records as required by the 2006 Act.

## **17 Indemnity**

The Society shall indemnify every Executive Committee member or other officer of the Society against any liability incurred by him or her in that capacity in defending any proceedings, whether civil or criminal, in which judgement is granted in favour of the Executive Committee member or in which the Executive Committee member is

acquitted or in which relief is granted to the Executive Committee member by the court from liability for negligence, default, breach of duty or breach of trust in relation to the affairs of the Society subject to the provisions of the Memorandum.

## **18 Rules**

- 18.1 The Executive Committee may from time to time make such reasonable and proper rules or Byelaws as they may deem necessary or expedient for the proper conduct and management of the Society and may amend, add to or repeal the same.
- 18.2 The Byelaws may regulate the following matters but are not restricted to them:
- (a) the admission of members of the Society and the rights and privileges of such members, and the entrance fees, subscriptions and other fees or payments to be made by members;
  - (b) the conduct of members of the Society in relation to one another, and to the Society's employees and volunteers;
  - (c) the setting aside of the whole or any part or parts of the Society's premises at any particular time or times or for any particular purpose or purposes;
  - (d) the procedure at general meetings and meetings of the Executive Committee in so far as such procedure is not regulated by the Act or by these Articles;
  - (e) generally, all such matters as are commonly the subject matter of company rules.
- 18.3 The Society in general meeting has the power to alter, add or to repeal the rules or Byelaws without prejudice to Article 18.1 above.
- 18.4 The Executive Committee must adopt such means as they think sufficient to bring the rules and Byelaws to the notice of members of the Society.
- 18.5 The rules or Byelaws shall be binding on all members of the Society. No rule or Byelaw shall be inconsistent with, or shall affect or repeal anything contained in, the Memorandum or the Articles.

## **19 Electronic and Website Communication**

Subject to and in accordance with the provisions of the 2006 Act the Society may make available on its website its annual report and accounts and may use electronic communication for information and documents generally.

## **20 Notices**

- 20.1 Any notice to be given to or by any person pursuant to the Articles:
- (a) must be in writing; or
  - (b) must be giving using electronic communications.
- 20.2 The Society may give any notice to a member either:
- (a) personally; or
  - (b) by sending it by post in a prepaid envelope addressed to the member at his or her address; or
  - (c) by giving it using electronic communications to the member's address.
- 20.3 A member who does not register an address with the Society or who registered only a postal address that is not within the United Kingdom shall not be entitled to receive any notice from the Society.
- 20.4 A notice shall be deemed to be given:
- (a) 48 hours after the envelope containing it was posted; or

(b) in the case of an electronic communication, 48 hours after it was sent.

**21 Dissolution of the Society**

On the winding-up and dissolution of the Society the provisions of the Memorandum shall have effect as if repeated in these Articles.