

The Constitution

Including amendments approved at the Special General Meeting, January 2025

1. The NAME OF THE SOCIETY shall be the Winchester Photographic Society.
2. The AIMS AND OBJECTIVES of the Society are the promotion, encouragement and enjoyment of all branches of photography through meetings, lectures, workshops and other activities aiding member advancement and community engagement, and to hold an Annual Exhibition.
3. The Society shall be AFFILIATED TO the Photographic Alliance of Great Britain (PAGB) and be a member of the Southern Counties Photographic Federation (SCPF).
4. MEMBERSHIP is open to all those who are 16 years of age and over. For those under the age of 18, membership applications must be countersigned by a parent or guardian.
5. VISITORS are encouraged to attend meetings but attendance is limited to a maximum of four meetings per Society year. Those under 18 should be accompanied by their parent or guardian at any event of the Society.
6. The COMMITTEE shall comprise five officers, other members with specific roles and three Members' Representatives. The officers shall comprise the President, the Past President, the Vice President, the Secretary and the Treasurer. The committee may co-opt additional members onto the committee for specific tasks.
7. ROLE DESCRIPTIONS shall be maintained for all committee roles except for Members' Representatives, who shall represent the members in general.
8. OFFICERS and other committee members (except for Members' Representatives) shall be appointed for three years, after which they may re-apply for any position. The President is normally first elected as Vice-president, serves a year as President, and then a year as Past President. Members' Representatives are appointed for one year, after which they may re-apply for any position.
9. The MANAGEMENT OF THE SOCIETY shall be the responsibility of the committee, which shall have delegated powers to deal with and decide upon all matters not covered by the Constitution, and may establish sub-committees as it deems necessary.
10. ASSETS AND FUNDS held by the Society shall be managed by the Treasurer on behalf of the Society. The Treasurer shall ensure the safe keeping of all funds, track the location of all assets and prepare Estimated Annual Accounts with a financial year end of 31st May.
11. An ANNUAL GENERAL MEETING (AGM) shall be held at the end of the season, with papers circulated no less than two weeks beforehand. The President and, as necessary, other committee members shall present reports. The Treasurer shall submit the Estimated Annual Accounts in support of a proposed fee structure. Business will include the election of officers and other committee members.

12. FINAL ANNUAL ACCOUNTS to 31st May shall be prepared by the Treasurer for that season and reviewed by an Independent Financial Examiner appointed by the Committee. The Final Annual Accounts will be sent to members at least two weeks ahead of the first Tuesday of the new Season, with a short Treasurer's Report. An Extra General Meeting (EGM) would be held during that Tuesday meeting, for the purpose of formalising the Final Annual Accounts and other matters set out by the Committee.
13. Additional AGM AGENDA ITEMS AND MOTIONS plus Candidates for election as officers and other committee members should be proposed, seconded and submitted to the Secretary no less than three weeks before the meeting.
14. A SPECIAL GENERAL MEETING (SGM) may be scheduled by the committee or upon receipt of a written request supported by ten or more members. Members shall be given no less than seven days' notice of a SGM, stating the matter(s) to be addressed.
15. DECISIONS at AGM, SGM and committee meetings will be determined by a majority vote with the Chairperson (the senior officer present) holding a casting vote. A quorum shall comprise no less than 15% of the membership for an AGM or SGM and no less than six (including two officers) for a committee meeting. Approved minutes will be published on the society website. For the purpose of determining 'the senior officer present' under this paragraph, the order of seniority shall be (taken as at the start of any such meeting) the President, the Past President, the Vice President, the Treasurer then the Secretary.
16. Annual SUBSCRIPTIONS: the membership year will run from the 1st September to the 31st August, with membership fees payable in advance by the 15th August. The Treasurer shall determine any part-year membership fees.
17. The CODE OF CONDUCT requires each member to abide by the Constitution and to
 - a. act in the best interests of the Society, its Aims and Objectives and its members;
 - b. act as an ambassador for the Society and not in a way that would damage its reputation;
 - c. respect the views of other members, photographers and guests.
18. The committee reserves the right to TERMINATE A MEMBERSHIP for good reason and repay any unused portion of subscription. The member concerned has the right to be heard by the committee, accompanied if they wish by a friend or representative, before a final decision is made.
19. The Society may only be DISSOLVED if an AGM or SGM motion to do so is supported by a majority vote of at least 80% of the membership, after which the physical assets will be disposed of and the Society funds shared equally amongst all members paid up at the time of the resolution.
20. The committee shall REVIEW THE CONSTITUTION from time to time and present any recommendations for change to an AGM or SGM for approval.

This Constitution was adopted at the AGM on 7 June 2022 and amended at the SGM on 28 January 2025.