



Letchworth & District Astronomical Society

Affiliated to the BAA, FAS & SPA

Hon President: Bob Forrest

Membership Application / Renewal. (Delete as appropriate)

Please provide the following information, giving as much detail as possible, and return this form, together with your remittance of **£18.00** (or *pro-rata at the quarterly rate - see below for details*) made payable to "The Letchworth & District Astronomical Society" to: **The Treasurer (LDAS), 3 Jordan Close, Henlow, Bedfordshire, SG16 6PH.** You can choose to arrange for continuous payments using the Standing Order form.

IMPORTANT – Please ensure that you write clearly, preferably in block capitals. This particularly applies to your telephone and e-mail details, or we may not be able to contact you. Please note that most society communication, especially the Newsletter, is by e-mail.

Title & forename _____ Surname _____

Other interested family at the same address¹ _____

Address _____

Postcode _____

Telephone _____ Ex-directory ² Yes / No

E-mail address _____ Ex-directory ² Yes / No

Occupation _____

How did you hear of the Society? _____

Equipment (Either provide details, or just tick the boxes ✓)

Telescope(s):	Binoculars:	Other:

1 Other interested family members at the same address may join at no extra charge

2 Please indicate if you prefer these details **not** to be available to other society members.
i.e. "Yes" means that you wish to be "Ex-directory"

I understand my name and details will be added to the society's membership database, but that this is used only internally within the society, and will not be given to other external bodies.

I enclose my cheque / postal order / cash payment in respect of membership, pro-rata as follows.

From 1 March - £18.00 : From 1 June - £13.50 : From 1 September - £9.00 : From 1 December - £18.00

Subscriptions from 1 December run to the end of February in the following membership year (max 15 months).

I accept the rules and conditions of the society.

Signed _____ Date ___ / ___ / _____

For LDAS use

	By	Date			
Payment Received			Amount paid		Cheque
Recorded on Database			Receipt Number		Cash
Card Issued			Renewal Discount	Yes / No	S/O



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Membership Subscription Standing Order Form

Please enter the following information and then return the form, together with your Membership Form to:
The Treasurer (LDAS), 3 Jordan Close, Henlow, Bedfordshire, SG16 6PH

Subscription rates:

From 1 March - £18.00 : From 1 June - £13.50 : From 1 September - £9.00 : From 1 December - £18.00

Subscriptions from 1 December run to the end of February in the **following membership year** (max 15 months).

Ensure you take this into account when filling in the year at (*) below.

E.g. Joining in June 2010 means paying £13.50 at that time, and then £15 on renewal in 2011. Whereas joining in December 2010 means paying £18, and then £15 on renewal in **2012**.

To: The Manager _____ Bank / Building Society

Address _____

_____ Postcode _____

Pay the amount of £ : _____ (In words) _____

now, and then the amount of **£15.00 (Fifteen Pounds only)** on 22 February _____ (* year)

and on 22 February each year until further notice (Dates are to allow processing of funds by 1 March)

to the Letchworth & District Astronomical Society

Account 8 1 3 5 7 8 2 4 Sort Code 4 0 - 4 6 - 0 8

From Account _____ Sort Code - -

Account holder _____

Address _____

_____ Postcode _____

Signed _____ Date _____

For LDAS use			
For Bank/BS use			

Letchworth & District Astronomical Society Constitution

Name: The name of the organisation shall be the "**Letchworth & District Astronomical Society**" (hereafter called the "**Society**").

Purpose: The main objectives of the Society are as follows: To provide opportunities for persons interested in astronomy to meet, exchange experiences in the hobby and information and ideas for the general benefit of members and the public. To publish newsletters, journals and papers to further the interest of members, and to publicise the activities of the Society to the general public. To stimulate and educate members and the general public in astronomical and related matters. To provide practical experience for the members and the general public in carrying out astronomical observations, where possible using the Society's own resources.

Membership: Membership shall be open to any person interested in astronomy, subject to the powers of the committee to refuse, withdraw, suspend or expel a member as provided hereinafter by the by-laws of the Society. Additional membership shall be granted to family members at the same address without additional fee. They shall not be entitled to separate copies of newsletters, journals or other such items but will receive a membership supplement, and will not have voting powers. Every member, upon acceptance of their membership by the Society, shall receive a copy of the Constitution including Byelaws in the form of a Membership Supplement, and shall abide by them and any amendments passed by the Committee. The Society shall keep and maintain records of membership, and internally publish up-to-date lists as required, generally at six-monthly intervals. A member's subscription shall be payable annually not later than 4 weeks after the due date of renewal.

Dissolution: In the event of disbanding or dissolution of the Society, every effort must be made to preserve such of its property, collection of books and records, as the Society may decide. The assets of the Society shall be released and after payment of debts and expenses, the remainder shall be equally divided between all full members to a maximum value of that year's subscription per member. Any surplus shall be disposed of by direction of the committee, to one or more like-minded organisations.

Bye-laws:

Committee: The Committee shall consist of an Honorary President, a Chairman, a Treasurer, a Secretary, an Observing Co-ordinator, and other Ordinary Members (who may hold designated posts e.g. Light Pollution Co-ordinator, Observatory Manager etc.). A quorum shall consist of 2/3rds of the non-honorary committee, rounded up. A member of the Society Committee may be removed from the Committee post by a majority vote of the Committee; ratification by the body of the Society members shall not be necessary. No Committee member whose membership has been withdrawn, or suspended may continue to hold a Committee post unless reinstated to membership at the A.G.M. by re-election, excepting only when this occurred voluntarily, and is agreed by the Committee. Any vacancies in the committee may be filled by the committee appointing a member, or fellow committee member, until the next A.G.M. of the Society. The Committee shall normally meet quarterly in addition to the A.G.M. All Committee members may offer themselves for re-election at the A.G.M. if they wish to hold office for another year. A copy of the membership details of the current committee post holders shall be available at all times.

Finance: The financial affairs of the Society shall be in the hands of the Treasurer, who will keep proper records of the accounts and submit them, together with supporting vouchers, receipts, bank statements and any other relevant documents for annual audit as required. The financial year of the Society shall run from December 1st. to November 30th. The account shall be made up to November 30th, and be published after audit, in January of the following year.

Subscription rates, initial and renewal, will be declared at the A.G.M. All expenditure on behalf of the society of more than £30 must have the prior approval of the Committee. Any expenditure on behalf of the Society is normally limited to Committee members. No responsibility for unauthorised expenditure will be accepted by the Society.

A.G.M.: The A.G.M. shall be held in December, and shall be announced not less than two weeks previously, normally in the Society's Newsletter. At the A.G.M. the Committee shall present a report on the Society activities of the members for the past year. The nominations and elections of the committee members for the next term of office will take place.

Amendments to the Constitution and Byelaws made during the past year shall be reviewed and ratified. Amendments to the Society's affiliations with other societies or organisations shall be reviewed and ratified.

Property: The Society may from time to time purchase or acquire items connected with astronomy or to aid the running of the Society. No such assets may be disposed of without the consent of the Committee. The Treasurer shall be responsible for all items purchased, acquired or held by the Society. Responsibility may be delegated to other members as appropriate, such delegation being supported by an inventory.

Trustee Agreement / Property of the society: The property of the society shall be vested in Trustees who shall be not less than 2 and not more than 4 in number, and who shall be appointed by the Committee. The property of the society shall be vested in the Trustees to be dealt with by them as the Committee may from time to time direct by resolution (of which an entry in the Minute Book shall be regarded as conclusive evidence). The Trustees shall be indemnified against risk and expense out of the society property. The Trustees shall hold office until death or resignation, or until removal from office by the committee. Where by reason of such death, resignation or removal it is necessary that a new Trustee or Trustees be appointed, the Committee shall nominate the person or persons to be appointed as the new Trustee or Trustees. For the purpose of giving effect to such nomination, the Treasurer of the Society from time to time, is now nominated as the person to appoint new Trustees of the Society within the meaning of the Trustees Act 1925 Section 36 and s/he shall by Deed appoint the person or persons so nominated by the Committee.

Observatory: The operational care and control of this facility shall rest with one nominated Committee member, overall management remaining the responsibility of the Committee. Property in the Observatory shall be subject to the same Byelaws as general property, but with the Observatory Manager being initially responsible.

Cessation of Membership: The Committee shall have the power, by a majority decision of the Committee, to refuse or reject renewal of membership, or suspend or expel a member upon proper cause being shown that such action is in the best interests of the Society. Any person aggrieved by the decision of the Committee shall have the right to appeal at the next A.G.M. of the Society. The Committee shall present a statement of the reasons leading to their original decision, and the appellant given opportunity to reply. The appeal will be adjudged by members present, to reach a majority decision as indicated by a show of hands. Any member expelled shall return all society property; once this has been completed, there will be a refund of the rest of the years subscription left.

Disclaimer: The Society & Trustees cannot be held responsible for the death or injury of any member or guest whilst attending an activity run by the Society. Likewise the Society & Trustees cannot be held responsible for any damage to equipment or belongings owned by members or guests of the Society, and anyone taking part in a Society activity does so at their own risk. Any guest attending Society functions shall be made aware of the disclaimer by the accompanying member.

General: The Society may join together with other Societies and organisations having similar interests and aims. The Society may affiliate with, or accept affiliation from other societies or organisations upon such terms as the Committee deem appropriate. Any change in existing, or proposed new affiliations shall be reviewed at the A.G.M.

Amendments to Byelaws and Constitution: Any proposed amendments to the Byelaws or Constitution shall be submitted to the Secretary in writing. The Committee shall examine these and if they are deemed to benefit the Society, will add them to the Byelaws or Constitution. Notification of any amendments to all members shall be via the Society Newsletter.