

## OFFICERS AND COUNCIL MEMBERS 2012–2013

### *President*

Professor Diarmaid MacCulloch, Kt, MA, DD, PhD, HonLittD, Hon.DD, FBA, FSA, FRHistS

### *Vice-Presidents*

Dr David Allen, BA, DAA, FSA, FRHistS	Edward Martin, BA, FSA, MifA
Dr John Blatchly, MBE, MA, HonLittD, FSA	Norman Scarfe, MBE, MA, HonLittD, FSA
Dr David Dymond, MA, HonLittD, FSA, FRHistS	Brian Seward
Dr Jane Fiske, JP, BA	Dr Stanley West, MA, FSA

### *Chairman*

Edward Martin, BA, FSA, MifA

### *Elected Members of the Council*

Philip Aitkens	Dr Harvey Osborne, BA, MA
Dr Nicholas Amor, MA	Dr Colin Pendleton, BA
Dr Abby Antrobus, BSc, MA	Revd Anthony Redman, BSc, MA, FRICS, IHBC
Dr James Bettley, MA, FSA, MCLIP	David Sherlock, BA, FSA
Gilbert Burroughes, FSA	Dr Margaret Thomas, BA, MPhil
Kate Chantry, BA ( <i>ex officio</i> )	Dr Jess Tipper, MA
Timothy Easton	Keith Wade, BA, FSA ( <i>ex officio</i> )
Dr Lucy Marten, BA, MA	

### *Hon. Secretaries*

#### GENERAL

Jane Carr, BA, 116 Hardwick Lane, Bury St Edmunds, IP33 2LE

#### ASSISTANT GENERAL

Mary Pereira, 70 Schreiber Road, Ipswich, IP4 4NJ

#### FINANCIAL

Tony Broster, 17 Saxmundham Road, Framlingham, IP13 9BU

#### EXCURSIONS

Clive Paine, BEd, 11 Sharp Road, Bury St Edmunds, IP33 2NB

#### MEMBERSHIP

Nigel Maslin, BA, MA, FSA, 3 The Courtyard, Sudbourne Park, Orford, IP12 2AJ

#### FIELD GROUP

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### *Hon. Editor*

Dr Joanna Martin, BA, Oak Tree Farm, Finborough Road, Hitcham, Ipswich, IP7 7LS

### *Hon. Newsletter Editors*

Robert Carr, BA, and Jane Carr, BA, 116 Hardwick Lane, Bury St Edmunds, IP33 2LE

### *Independent Examiner of Accounts*

Izod Bassett, 105 High Street, Needham Market, IP6 8DQ

## RULES OF THE SUFFOLK INSTITUTE OF ARCHAEOLOGY AND HISTORY

1. The Society shall be called the 'Suffolk Institute of Archaeology and History'.
2. The objects of the Institute shall be for the advancement of the education of the public:
  - a. To collect and publish information on the Archaeology and History of the County of Suffolk,
  - b. To oppose and prevent, as far as may be practicable, any injuries with which ancient monuments of every description within the County of Suffolk may from time to time be threatened and to collect accurate drawings, plans and descriptions thereof.
  - c. To promote interest in local Archaeological and Historical matters.
3. The Institute shall consist of Ordinary, Associate and Honorary Members.
4. The subscriptions to be paid by Ordinary Members, Associate Members and such other categories of membership of the Institute as may be prescribed by the Council shall be at the rates determined from time to time by the Council. Every Member shall be considered to belong to the Institute until he withdraws from it by notice to the Secretary in writing or is more than twelve months in arrears with his subscriptions, in which case he shall be deemed to have resigned.
5. Each Member shall be entitled to free admission to the General Meetings of the Institute; he shall also be entitled to receive a copy of the Proceedings and Newsletters of the Institute. Members shall be entitled to attend Excursions and to bring not more than two friends, except where otherwise notified, on payment of whatever fees may be decided by the Council from time to time.
6. Honorary Members shall pay no subscription and shall not be entitled to vote but they shall receive a copy of the Proceedings and Newsletters of the Institute and shall be entitled to all other privileges of membership. Honorary Members shall be elected at the Annual General Meeting only. Associate Members shall not be entitled to vote nor to receive a free copy of the Proceedings and Newsletters.
7. The Officers of the Institute shall be a President, Vice-Presidents, a Chairman (who shall remain in office for a term of four years), a General Secretary, a Financial Secretary, such additional Secretaries as may from time to time be required, and an Editor, who shall, if necessary, be assisted by an Editorial Committee made up of the Officers and any persons co-opted by them. The Officers, with the exception of the Chairman, shall be elected at the Annual General Meeting to serve for the ensuing year. Nominations of new candidates for office must reach the General Secretary at least two weeks before the date of the Annual General Meeting.
8. There shall be an independent examiner, elected at the Annual General Meeting to serve for the ensuing year.
9. The general management of the affairs and property of the Institute shall be vested in the Council, consisting of the Officers, two ex officio members representing the Suffolk Archaeological Service and the Suffolk Record Office, and twelve members elected from the general body of the Subscribers. The ordinary members of the Council to be elected to serve for four years, being then ineligible for re-election for a year. No Officer or Member who has been absent from all the Council Meetings during the previous year shall be eligible for re-election at the next Annual General Meeting, with the proviso that the Council may waive this where special circumstances have prevented an Officer's or Member's attendance.
10. The Council shall meet to transact the ordinary business of the Institute. They shall have power to appoint Committees and Local Secretaries, recommend Hon. Members for election at the Annual General Meeting, supply vacancies which may occur during the year in their own body or among the Officers and to make arrangements for excursions and other Meetings. They shall also annually prepare a report and a statement of accounts for submission to the Annual General Meeting. At the Meeting of the Council six Members shall be a quorum.

11. The Annual General Meeting shall be held if possible before the end of April.

12. A Special General Meeting, apart from and in addition to Annual General Meeting, may be called at any time on the demand of the President, or of the Chairman, or of the Council, or of not less than five Ordinary Members of the Institute, who shall signify their demand to the Secretary in writing, At least one week's notice of such Meeting shall be given to all Members of the Institute, together with a statement of the proposed agenda.

13. At all Meetings, both of the Institute and of the Council, and of any Committee thereof, the Chairman shall have a casting vote in addition to his own vote.

14. All papers accepted for publication in the Proceedings shall thereby be considered its property and the decision of the Editorial Committee shall be final.

15. Should any dispute or difference arise concerning the interpretation of the foregoing rules the decision of the Chairman for the time being shall be final.

16. No alteration shall be made in these rules by way of addition, omission or otherwise except at a General Meeting and after at least one week's previous notice of such proposed alteration has been sent to every Member of the Institute. No such addition, omission or other change shall be made to any rule which would have the effect of causing the Institute to lose its status as a charitable institution.

27th April 2002