



# THE PETREAN SOCIETY CONSTITUTION



## 1. **TITLE**

The title of The Society shall be **THE PETREAN SOCIETY**.

## 2. **OBJECTS**

To keep its members in touch with the Peterhouse Group of Schools, Marondera, and with each other, and in any way possible to further the interests both of The Group of Schools and of its members.

## 3. **MEMBERSHIP**

3.1 Persons in the following categories shall be eligible for membership:

- (a) Any **pupil**, who has been a member of The Group of Schools, normally for a minimum period of two years, provided that approval from the President of The Society has been received.
- (b) Any **person** who has been a member of **staff** of The Group of Schools, normally for at least three years, on application to the Standing Committee.
- (c) Any person who has been a member of the **Executive Committee** of The Group of Schools, normally for at least three years, on application to the Standing Committee.

3.2 In the case of 3.1 (b) and (c) above, candidates for membership to The Society shall be proposed to the Standing Committee, and election shall be made at an Annual General Meeting.

A membership fee shall be payable to The Society equivalent to the sum assessed for past pupils by consultation between the Standing Committee and The Group of Schools administration under 10 (b) below.

3.3 **Honorary Members**. Any person may be elected as an honorary member at an Annual General Meeting. Honorary members shall have no right to vote.

3.4 **Honorary Vice-Presidents**. Any member who has given outstanding service to The Society may, at an Annual General Meeting, be elected as an Honorary Vice-President. Honorary Vice-Presidents will, at an Annual General Meeting, have the same voting rights as Ordinary Members.

## 4. **PRESIDENT**

4.1 The Rector of Peterhouse, for his time in office, shall be the President of The Society. He shall not, however, be thereby excluded from ordinary membership.

4.2 No resolution of either the Standing Committee or an Annual General Meeting which might directly affect the administration of The Group of Schools can become effective without the approval of the President.

4.3 No amendment to clauses 4.1 and 4.2 above or to this clause can be made without the consent of the President in writing.



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## 5. **VOTES**

Every member present in person at any meeting shall have one vote. The Chair at any meeting shall have both a deliberative and a casting vote.

## 6. **GENERAL MEETINGS**

(a) An Annual General Meeting shall be held at The Group of Schools, each year, on a date to be decided between the Chair and the President of The Society.

(b) The Standing Committee may at any time call a Special General Meeting.

(c) The quorum for an Annual General Meeting shall be ten members.

(d) The Chair, or, failing him the Vice- Chair, or, failing him the member thereto elected by the members present at an Annual General Meeting, or a meeting of the Standing Committee, shall preside thereat.

## 7. **OFFICERS**

The officers of The Society shall be as follows: -

(a) **A Chair**, being a member of The Society, over the age of 21, shall be elected at an Annual General Meeting. No person shall serve as Chair for more than three consecutive years. The Chair is *ex-officio* a member of the Peterhouse Group Executive Committee (EXCO).

(b) **A Vice-Chair**, being a member of The Society, shall be elected at an Annual General Meeting. No person shall serve as Vice-Chair for more than three consecutive years.

(c) **A Treasurer**, being a member of The Society, shall be elected at an Annual General meeting. No person shall serve as Treasurer for more than three consecutive years.

(c) **A Secretary**, who will under normal circumstances, be the **Development Officer** of The Peterhouse Group of Schools, or failing that, a person elected by the Standing Committee, who need not be a member of The Society.

## 8. **STANDING COMMITTEE**

There shall be a Standing Committee, which shall consist of the Chair, the Vice- Chair, the Secretary, and not less than five or more than seven members of The Society. The Standing Committee shall be elected at an Annual General Meeting, provided that at least one member of the Standing Committee shall be a member of the Peterhouse staff. A member of the Standing Committee shall under normal circumstances serve for no more than two terms of three years.

Any vacancies occurring in the Standing Committee between Annual General Meetings shall be filled by co-option.

The quorum for a committee meeting shall be no less than four members of the Standing Committee.



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## **9. POWERS OF THE STANDING COMMITTEE**

- (a) The Standing Committee shall have the power to carry on the business of The Society between Annual General Meetings subject to its acts not being inconsistent with resolutions passed at any Annual General Meeting.
- (b) Without prejudice to the general power invested in the Standing Committee, it shall have the following special powers.
1. To appoint, and, at its discretion remove, any such officer as it may deem advisable, other than the Chair or the Vice- Chair. In any such case, the action is subject to confirmation at the next Annual General Meeting.
  2. To open a bank account in the name of The Petrean Society and to draw cash/funds thereon. Such cash/funds shall be agreed upon by members of the Standing Committee as the Committee shall deem necessary.
  3. To invest and deal with monies of The Society as it may deem necessary.
  4. The Standing Committee shall instruct the Secretary to keep a register of the members of The Society, containing such particulars as the Committee may lay down.
  5. In consultation with The Group of Schools administration, to disburse of such Society funds as may be necessary to carry out the objectives of The Society and to account for such expenditure to The Group of Schools administration.

## **10. FINANCE**

The Petrean Society's finances will be administered by The Group of Schools Accountant who will make a formal presentation of the Petrean Societies book of accounts at the Annual General meeting.

## **11. SUBSCRIPTIONS**

Subscriptions to The Society are included in The Peterhouse Group of Schools, school fees. All pupils leaving The Peterhouse Group of Schools shall be eligible for membership in terms of Section 3, and shall automatically be proposed for membership to the Standing Committee. The Group of Schools shall transfer a fixed sum into the Petrean Society Fund in The Group of Schools' book of accounts in respect of each pupil on a term by term basis. The amount of such fixed sum shall be determined from time to time by consultation between the Standing Committee and The Group of Schools administration.

## **12. NOTICE OF MEETINGS**

Not less than one month's written notice of an Annual General Meeting shall be given to members, but, the Standing Committee may call a Special General Meeting on a shorter notice if it considers it essential to do so. Service of such notice of any General Meeting sent by current/modern day communications, addressed to a member at the last address notified by him/her, shall be deemed to be effective on the third day, after the day of sending such notice via email, social media or such like modern day communications.



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## **13. EVIDENCE OF MINUTES**

A record of minutes by the Secretary and/or a member of the Committee, as to the proceeding of any meeting shall be sufficient proof, to the Registrar of Deeds, the Manager of a Bank, or any other person or body, of the truth and accuracy of the matters contained in such recorded minutes. Such minutes should be signed by the Chair or Vice- Chair, and kept as a record of meetings.

## **14. EXPULSION OF MEMBERS**

If a member, by his/her conduct renders the continuance of his/her membership undesirable, the Standing Committee may request him/her to resign, and if he/she does not resign within a fortnight of such request, the Standing Committee shall be entitled to expel such member from The Society.

An appeal against such request or expulsion may be made to the members of The Society at the next Annual General Meeting.

## **15. AMENDMENT**

This Constitution may only be amended by a resolution of not less than two-thirds of the members present in person at an Annual General Meeting, of which not less than one month's notice setting out the proposed amendment, shall have been given to all the members, provided, however, that no amendment to clause 4 of the Constitution may be proposed without the consent of the President in writing.

## **16. INTERPRETATION**

Should there be any doubt as to the meaning of any part of this Constitution, the interpretation thereof by the Standing Committee shall be final, unless and until the next Annual General Meeting decides otherwise.

## **17. COLOURS**

Members of The Society shall be entitled to wear The Society's tie, blazer and other recognised accessories. The design of such articles shall be proposed by the Standing Committee and approved by the members at an Annual General Meeting, provided that no insignia derived from The Group of Schools Coat-of-Arms may be used without the consent of the Executive Committee of Peterhouse.

## **18. BRANCHES AND SUB COMMITTEES**

Members outside of Zimbabwe may set up a Petrean Society Branch, which should be run through a sub-committee consisting of a Chair, Vice- Chair and Secretary/Treasurer. Such sub-committees must be set up and run in consultation with and under the Standing Committee. Sub-committees shall have the power to conduct their own affairs to promote the interests of the society within regulations of this Constitution.

None of The Society's funds shall be used to finance any branch without the sanction of an Annual General Meeting of The Society. The branches shall, when called upon, assist The Society's Standing Committee to enrol new members and to collect outstanding subscriptions.

Drafted 06/05/1959.

Amended 04/02/1968.

Amended 04/07/1987.

Amended 03/07/2010.

Amended 20/03/2015.

Amended 26/03/2018.