

## APPENDIX

### SCHEME FOR THE ADMINISTRATION OF THE CHARITY KNOWN AS THE ROYAL PHILANTHROPIC SOCIETY

#### ANNUAL AND GENERAL COURTS

##### **21. Annual Court.—**

(1) There shall be an Annual General Meeting in connection with the Charity, to be known as the Annual Court, which shall be held in the month of November in each year or as soon as practicable thereafter.

(2) All members of the Charity shall be entitled to attend and vote at the Annual Court.

(3) The Annual Court shall be convened by the General Committee and notice of every Annual Court shall be given at least one month before the date thereof to each member of the Charity: Provided that any failure to give any such notice as aforesaid shall not, if due to inadvertence, invalidate the Annual Court. The quorum at the Annual Court shall be one third of the multiple of three next above the number of members of the Charity or 25 members of the Charity, whichever shall be the less.

(4) The Chairman of the Annual Court shall be the President or failing him a Vice-President chosen, if more than one are present, by the Vice-Presidents present, or failing him the Chairman of the Charity, but if at any meeting none of these persons are present within ten minutes of the time appointed for holding the same the members present shall appoint a chairman of the meeting from among their number before any other business is transacted.

(5) The Annual Court shall—

(i) Receive the minutes of the previous Annual Court;

(ii) Receive the annual report and accounts;

(iii) Elect the Officers (so far as requisite) and the Committee members;

(iv) Consider any matters raised and any resolutions proposed by the General Committee or by members of the Charity which shall be submitted to the Secretary not less than ten days before the Annual Court.

##### **22. General Court.—**

(1) A special meeting of the members of the Charity, to be known as a General Court, shall be summoned upon written request made to the Secretary by not less than five members of the Charity specifying the matters to be discussed.

(2) The Secretary shall give not less than fourteen clear days' notice of a General Court by way of press advertisement and notices to each member of the Charity specifying the matters to be discussed: Provided that any failure to give any such notice as aforesaid shall not, if due to inadvertence, invalidate the General Court.

**23. Notice of resolutions.** The Secretary shall give not less than 48 hours' notice to all members of the Charity of any resolutions to be considered at an Annual Court or a General Court.

**24. Minutes of Court meetings.** The Secretary shall keep minutes of all proceedings at Annual or General Courts and shall circulate copies of such minutes to each member of the Charity.