

RULES OF THE Ruislip-Northwood Co-operative Small Holding & Allotment Society Limited

I - NAME, OBJECTS, ETC.

1 Name

The name of the Society shall be THE RUISLIP-NORTHWOOD CO-OPERATIVE SMALL HOLDING AND ALLOTMENT SOCIETY LIMITED.

2 Registered Office

The Registered Office of the Society shall be at the address of the current Secretary.

3 Removal of Office

In the event of any change in the situation of the registered office notice of such change shall be sent within 14 days thereafter to the Registrar in manner and form provided by the Treasury Regulation in that behalf.

4 Objects

The objects of the Society shall be:

(1) To carry on the business of creating or promoting the creation of small holdings or allotments and encouraging their proper cultivation, with power to acquire land from local authorities acting under the provisions of any act for the time being in force relating to small holdings or allotments or from any other person or body; to adapt any land so acquired for small holdings or allotments by the erection of dwelling houses or other buildings or the execution of any other improvement, and to let the land to members of the Society to be cultivated by them as small holdings or allotments.

(2) To carry on the business of wholesale and retail dealers in agricultural requirements, dairy, farm, and garden produce, eggs, and poultry; and any other trades, industries or businesses which may seem calculated to develop the Society's property or conduce to the more profitable working of small holdings or allotments.

5 Powers

The Society shall have full power to do all things necessary or expedient for the accomplishment of its objects, including the power to deal in any way with land or buildings.

II - SHARES

6 Shares

Shares shall be transferable, but not with-drawable. They shall be of the nominal value of £1 of which 1s shall be payable on application and the remainder in such calls as the Committee may direct.

7 Calls

Except for the purpose of making good any deficit in the rent or other charges payable by the Society in respect of land held by it, no call shall exceed 2s.6d per share. At least three months must elapse between two consecutive calls, and at least two weeks' notice shall be given of the payment of any call.

III - MEMBERS

8 Members

The Society shall consist of the persons by whom the application for registration is signed (hereinafter called the Special Members) and such other person, societies or companies as the Committee may admit.

9 Shares to be held by Members

Individual members shall hold at least one share. Subject to the provisions of Rule 10, members occupying land rented from or provided by the Society shall hold shares of a nominal value at least equal to three years' rent of the land so occupied. Societies (other than the Agricultural Organisation Society), or companies which are members shall hold at least five shares.

10 Limit of Member's Interest

The total number of shares held by any member (other than a registered Society) shall not exceed £200 in nominal value.

10a Expulsion of Members

A special General Meeting may, by a two-thirds majority, expel any member upon a charge of conduct detrimental to the Society, provided the charge has been communicated to the member at least one calendar month prior to the date of the meeting.

IV – PROFITS

11 Division of Profit

The payment of five percent interest on the paid-up share capital shall be the first charge on the nett profits arising from the general business of the Society under Rule 4, Sub-Section (2), including the interest paid to the general account of the Society under Rule 11a, Sub-section (3). The balance of the nett profits shall be allocated as follows:

- (1) At least one half to the Reserve Fund until the said fund equals the share capital, and afterwards such proportion as the Annual Meeting shall decide.
- (2) Not less than five percent, to the workers employed by the Society at the time the division takes place as a bonus proportionate to the wages earned by them respectively during the period to which the division relates.
- (3) The remainder to members and non-members who have had dealings with the Society as a bonus proportionate to their sales through and purchases from the Society during the period to which the division relates, provided that the bonus paid to non-members shall be at a rate not exceeding one half the rate at which a bonus is paid to members.

IVa - SMALL HOLDINGS AND ALLOTMENT SEPARATE ACCOUNT

11a Small Holding and Allotments Separate Accounts

A separate account shall be kept by the Society of all receipts and expenditure of the Society under Rule 4, Sub-section (1). The receipts shall be applicable for the following purposes and for no other purposes whether during the existence of the Society or on dissolution:

- (1) For payment of the expenses of managing land acquired under the said rules including payment of rent, rates, taxes and other like outgoings.
- (2) For payment of expenses of repairs or improvements from time to time made by the Society on such land.
- (3) For payment to the general account of the Society of interest at the rate of £5 percent, per annum on all capital expenditure by the Society on the acquisition or adaptation of such land.
- (4) For recouping capital expenditure by the Society on improvement or adaptation of the land within such period as is reasonable having regard to the probable duration of the improvement or work of adaptation.
- (5) For forming a Special Reserve Fund not exceeding one year's annual value of the land and so that such reserve fund shall be available for any purpose authorised by this Rule but for no other purpose.
- (6) For prizes for the encouragement of the proper cultivation of the land; and
- (7) For creating or promoting the creation of small holdings or allotments generally.

Nothing in this rule shall be deemed to prohibit an arrangement between the Society and a tenant for the repayment or rebatement of part of the rent payable by him to the Society.

Nothing in this rule shall prejudice or affect any right or remedy of any creditor of the Society.

V - LOANS AND INVESTMENTS

12 Loans

Deposits shall not be taken either from members or non-members. The Committee may obtain loans on such security and such terms of repayment as they may think fit, provided that the amount shall not exceed twice the then issued capital of the Society, and that the rate of interest shall not exceed five percent or (if the current Bank Rate is more than four percent one percent above the current Bank Rate).

Subject to the same condition as to the rate of interest, a General Meeting may authorise the Committee to obtain loans to a further amount, provided that the total amount of the loans shall not exceed five times the issued share capital.

13 Investments

The committee may invest any funds of the Society in any security authorised by section 38 of the Industrial and Provident Societies' Act 1965 in the shares of any other society registered under the said Act, or in advances to members and other persons on real or personal security.

VI – TRANSFERS

14 Committee's consent to Transfers

No transfer of shares shall be valid unless the Committee's consent has been obtained thereto, and the transfer is made in the form provided in Rule 16. A non-member to whom shares are transferred with the Committee's consent shall thereby become a member of the Society, provided he holds a sufficient number of shares to qualify for membership in accordance with Rule 9.

15 Share Register

A share register shall be kept in which shall be recorded the name of the person to whom each share was originally allotted and the date of allotment: if the share is transferred, the name of the person to whom it is transferred and the date of the transfer and if the share is cancelled, the date of cancelling.

16 Form of Transfer

Every transfer of shares shall be in the following form, or as near thereto as is practicable:-
This instrument, made the day of20 between A, ofand B of.....witnesses, that in consideration of the sum of £..... paid by the said B to me, I the said A hereby transfer to the said B, his executors, administrators and assigns theshares numbered.....now standing in my name in the books of the above named Society, to hold the said shares upon the same conditions on which I now hold the same; and that I, the said B, hereby accept the said shares, subject to the said conditions. In witness whereof we have hereto set our hands.

Name of Transferer

Name of Transferee

17 Fee on Transfer

A fee of 10p shall be paid to the Society on every transfer of shares.

VII - REPAYMENT OF SHARES

18 Repayment by request

The Committee may, on the application of a member, in case of distress or removal from the district or for other good reason, repay on any share held by him a sum not exceeding the amount paid up, and cancel the share.

18a

When members relinquish the whole of their holding of land, and no application is made for a repayment of shares, the Committee may, after a period of six calendar months, request such members to make application, and failing any reply within 30 days from the date of such notice, such shares shall be cancelled, and the amount paid up, transferred to the Society's revenue account.

18b

After the expiration of 12 calendar months from the decease of a member, the next of kin, trustees, or executors, shall be requested to make application (if they have not already done so) as provided in Rule 18a, and failing any reply within 30 days of such notice, the shares be cancelled and apportioned as in Rule 18a.

19 Repayment on Cessation of Membership

If by transfer or otherwise, the number of shares held by a member becomes less than the number required by Rule 9 to be held by him the amount paid up on the shares shall be repaid, and the shares cancelled and the member shall cease to be a member.

VIII - GENERAL MEETINGS

20 Ordinary General Meetings

The Annual General Meetings, at which the audited accounts shall be submitted and the officers for the ensuing year elected, and other Ordinary General Meetings, shall be held at such times as the Committee or a General Meeting shall determine.

21 Special General Meetings

Special General Meetings may be held at such times as the Committee or a General Meeting may determine, and shall be held upon the requisition in writing of at least five members.

22 Notice of General Meetings

At least seven days notice shall be given of every General Meeting.

23 Voting at General Meetings

At General Meetings each member shall have one vote; the Chairman shall have a vote and in case of equality, a casting vote.

24 Quorum at General Meetings

Unless otherwise determined by a previous General Meeting, a quorum at General Meetings shall consist of five members.

IX - THE COMMITTEE

25 Provisional Committee

Until the first Ordinary General Meeting, the Special Members shall be the Committee of Management.

26 Committee of Management

The business of the Society shall be conducted by a Committee of Management which shall be elected at the Annual General Meeting. The General Meeting shall determine the number of members of which the Committee shall consist, the qualifications of Committeemen, their order of retirement and eligibility for re-election and how casual vacancies in the Committee shall be filled up. Any officer or member of the Committee may be removed at any time by a resolution of the majority of the members present at any General Meeting called for that purpose.

27 Quorum at Committee Meetings

Unless otherwise determined by a General Meeting, a quorum at Committee Meetings shall consist of three members.

28 Special Meetings of the Committee

A Special Meeting of the Committee shall be held on the requisition in writing of at least three Committeemen.

29 Dealers not to be Committeemen

No dealer in, or agent for the sale of agricultural requirements, nor any person dealing as trader in, or agent for agricultural produce, shall be eligible for membership of the Committee of the Society or for appointment as an officer.

30 Committee becoming Surety

Should any member of the Committee with the consent of the Committee become surety for any debt or liability incurred on behalf of the Society, he shall not be removed from office without his consent until such liability has ceased.

31 Discussions at Meetings

No political or sectarian discussion shall be raised, or resolution proposed either at any Committee or General Meeting of the Society.

X – OFFICERS

32 President

The President shall be elected by the Annual General Meeting and shall hold office for one year but shall be eligible for re-election. He shall be ex-officio a member of the Committee.

33 Accountants

One Accountant shall be appointed by the first Ordinary Business Meeting and subsequently each year by the Annual General Meeting.

34 Other Officers

The Committee shall appoint and may remove a Secretary and such other officers as they may deem necessary and shall determine their respective duties.

35 Security by Officers

Every officer having charge of any of the moneys of the Society shall, before entering on his duties, give such security as the Committee shall deem sufficient.

XI - AFFILIATION TO THE AGRICULTURAL ORGANIZATION SOCIETY

36 This rule was rescinded on the 29th June 1921.

37 This rule was rescinded on the 29th June 1921.

XII - THE SEAL

38 Use of the Seal

The Seal of the Society shall not be affixed to any document without the express authorisation of the Committee.

39 Custody of the Seal

The Seal shall be kept in the custody of the Secretary, or other officer as the Committee shall direct.

XIII - USE OF NAME

40 Use of Name

The registered name of the Society shall be kept painted or affixed on the outside of every office or place in which the business of the Society is carried on, in a conspicuous position, in letters easily legible, and shall be engraven in legible characters on its seal, and shall be mentioned in all notices, advertisements and other official publications of the Society and in all bills of exchange, promissory notes, endorsements, cheques, and orders for money or goods purporting to be signed by or on behalf of the Society, and in all bills of parcels, invoices, receipts and letters of credit of the Society.

XIV – ACCOUNTS

41 Account Inspection

The Committee of Management shall once in every year submit the accounts of the Society and all necessary vouchers up to the 31st of December for inspection to an Accountant and shall lay before every such meeting a balance sheet (which either may or may not be identical with the annual return, but must not be in contradiction to the same) showing the receipts and expenditure, funds, and effects of the Society since the last ordinary meeting and of their then condition. Such Accountants shall have access to all the books, deeds, documents and accounts of the Society, and shall examine every such balance sheet and the annual return of the Society, and shall verify the same with the books, deeds, documents, accounts and vouchers relating thereto, and shall either sign the same as found by them to be correct, and in accordance with law or shall specially report to the meeting of the Society, before which the same is laid, in what respects they find it incorrect, or not in accordance with law.

42 Inspection of Accounts

Any members or persons having an interest in the funds of the Society shall be allowed to inspect his own account and the books containing the names of the members at all reasonable hours at the registered office of the Society, or at any place where the same are kept, subject to such regulations as to the time and manner of such inspections as may be made from time to time by the general meetings of the Society.

XV - ANNUAL RETURNS

43 Annual Returns

Every year not later than the date required by the Act, the Committee of Management shall cause the Secretary to send to the Financial Services Authority in the form prescribed by the Chief Registrar of Friendly Societies, required by the Industrial and Provident Societies Act 1965, of the receipts and expenditure, funds and effects of the Society up to the date of the Society's last published balance sheet provided that the date is not more than one month before or after the 31st December then last, or otherwise to the said day of December inclusive, as inspected and laid before a general meeting, showing separately the expenditure in respect of the several objects of the Society, together with a copy of the Accountants report or reports. Such return shall state whether the inspection has been conducted by an Accountant appointed under the Industrial and Provident Societies Act 1965 and by whom; and if such has been conducted by any persons other than an Accountant shall state the name, address and calling or profession of every such person, and the manner in which, and the authority under which he is appointed.

44 Copies of Annual Report

It shall be the duty of the Committee of Management to provide the Secretary with a sufficient number of copies of the Annual Return for supplying, gratuitously, every member or person interested in the funds of the Society, on his application, with a copy of the last Annual Return of the Society for the time being; and it shall be the duty of the Secretary to supply such gratuitous copies on application accordingly.

XVI - BALANCE SHEET

45 Balance Sheet to be hung up

It shall be the duty of the Committee of Management to keep a copy of the last balance sheet of the Society for the time being, together with the report of the Accountants, always hung up in a conspicuous place at the registered office of the Society.

XVII – NOMINATIONS

46 Nominations

The Secretary shall keep a book in which he shall register or record all nominations made by members of the Society of any person or persons other than an officer or servant of the Society (except as allowed by the Industrial and Provident Societies Act 1965) to whom his property in the Society, whether in shares, loans or deposits, or so much thereof as is specified in such nomination, if the

nomination does not comprise the whole, shall be transferred at his decease, provided that the amount credited to him in the books of the Society does not then exceed £100. The Secretary shall in like manner, record or register all revocations or variations of such nominations by the nominator. The nominator shall pay 10p to the Management Fund for the recording or registering of every such nomination, revocation, or variation.

XVIII - PROCEEDINGS ON DEATH OR BANKRUPTCY OF MEMBER

47 Proceedings on death of a Nominator

On receiving satisfactory proof of the death of a nominator, the Committee shall either transfer the property comprised in the nomination, in manner directed by it, or pay to every person entitled thereunder the full value of the property given to him, unless the shares comprised therein if transferred as directed by the nominator would raise the share capital of any nominee to an amount exceeding £200, in which case they shall pay him the value of such shares. An entry of such payment shall be made in the proper book, and thereupon the shares so paid shall be extinguished. If the total property of the nominator in the Society at his death exceeds £80, the Committee shall, before making any payment, require production of duly stamped receipt for the succession or legacy duty payable thereon or a letter or certificate from the Commissioners of Inland Revenue, stating that no such duty is payable.

48 Member dying Intestate

If any member entitled to property in the Society in respect of shares or loans, not exceeding in the whole, at his death, £100, dies intestate, without having made any nomination thereof then subsisting, the Committee may, without letters of administration, distribute the same among such persons as appear to them, on such evidence as they deem satisfactory, to be entitled by law to receive the same, subject, if such property exceeds £80, to the obtaining from the Commissioners of Inland Revenue a receipt for the succession of legacy duty payable thereon; or a letter or certificate stating that no such duty is payable.

49 Member leaving a Will

If any member entitled to property in the Society not exceeding £100, dies having a Will and without having made any nomination then subsisting, or if any member entitled to property in the Society exceeding £100 dies, such property shall be transferable or payable only to his executors or administrators, subject as aforesaid.

50 Member becoming bankrupt

If any member becomes bankrupt, his property in the Society shall be transferable or payable to the trustees of his property.

XIX - INSPECTION OF AFFAIRS

51 Inspection of affairs

It shall be the right of one-tenth of the whole number of members, or if the number of members shall at any time exceed 1,000, it shall be the right of 100 members, by an application in writing to the Financial Services Authority, signed by them in the forms respectively provided by the Treasury Regulations in that behalf:

(a) To apply for the appointment of an inspector or inspectors to examine into the affairs of the Society and to report thereon.

(b) To apply for the calling of a special meeting of the Society.

Either such application to be made upon such notice to the Society, and to be supported by such evidence for the purpose of showing that the applicants have good reason for requiring such inspection to be made or meeting to be called, and that they are not actuated by malicious motives in their application, as the Financial Services Authority shall direct.

52 Arbitration

In case any dispute arises between the Society or any of its officers and any member or persons claiming on account of a member or under the rules, or, in case of any complaint against any member, application may be made to the Committee for redress, and should the Committee not bring the parties to agreement, the matter in dispute shall be submitted to the arbitration of three persons, one appointed by each of the parties concerned, and the third by the two persons appointed aforesaid. The award of the arbitrators shall be final, and the costs of such arbitration shall be borne by the disputing parties in such proportion as the arbitrators may determine. In this rule the word "member" includes any person aggrieved who has for not more than six months ceased to be a member.

XXI - DISSOLUTION OF THE SOCIETY

53 Dissolution

The Society may at any time be dissolved in any manner authorised by section 58 of the Industrial and Provident Societies' Act 1965.

XXII - COPIES OF RULES

54 Copies of Rules

It shall be the duty of the Committee of Management to provide the Secretary with a sufficient number of copies of the rules, to enable him to deliver to any person on demand a copy of such rules on payment of a sum not exceeding 1s and of the secretary to delivery such copies accordingly.

XXIII – AMENDMENT OF RULES

55 Mode of Amending Rules

The Rules may be amended by resolution of a three-fourths majority at a Special General Meeting. No amendment of rules shall be valid until registered.

WILLIAM LAVENDER
FREDERICK TOWNHILL
JAMEL POULTER
WALTER LAVENDER

BERTIE RANDALL
HENRY WILLIAM WALLIS
FREDERICK ELLIOTT
STANLEY W WEST Secretary

Register No. 5088 R. Middx.
Industrial and Provident Societies Act 1893/1965

Acknowledgement of Registry of Society.

The Ruislip-Northwood Co-operative Small Holding and Allotment Society Limited,
is Registered under the Industrial and Provident Societies Act 1893, this 25th day of July 1910.

Copy kept.