

Standing Orders of the Society.

(9) Apart from the mover of the motion no member shall be allowed to speak twice on any motion or any one amendment without the express consent of the chair. A formal seconder of a motion can reserve the right to speak later in the debate.

(10) The Chairman's ruling on any question under Standing Orders or on points of order shall be final unless challenged in the form of "I challenge the Chairman's ruling." The motion that the "Chairman's ruling be upheld" shall be moved by the secretary or by a member of the Council and shall be defeated only by two-thirds of the votes cast.

11) Anyone who refuses to accept the Chairman's ruling and interrupts the proceedings, shall be excluded from the General Meeting.

12) Debate may be closed if a motion is put and carried that "the vote be now taken" or "next business." Such proposals may be moved and seconded only by members who have not previously spoken on the motion or an amendment. These proposal shall be debated like any other motion and will need a two-thirds majority of those present to be carried.

(13) All motions carried by a majority of those voting become the resolutions of the General Meeting except those which under Company Law require a three-quarters majority.

(14) These Standing Orders shall not be suspended except by a two-thirds majority of those voting at the General Meeting.

(15) These Standing Orders shall not be amended or rescinded except by the passing, by a two-thirds majority of those voting, of such a motion after proper notice.

(16) Any business not reached at the close of the meeting shall stand referred to the Council of Management for decision.

## ***National Secular Society***

(LIMITED BY GUARANTEE)

# **Standing Orders for the Conduct of Annual General Meetings**

STANDING ORDERS FOR THE CONDUCT  
OF GENERAL MEETINGS

**NOTE:** These orders are ancillary to the provisions concerning General Meetings contained in the Articles of Association.

(1) The Agenda Committee will consist of not more than five members appointed by the Council of Management. It will report on the validity of motions, emergency motions and amendments received.

(2) Motions must reach the Registered Office of the Society a full six weeks before the General Meeting except that Emergency Motions can be submitted by 5pm on the eve of the AGM.

Amendments must reach the registered Office one full week before the General Meeting.

(3) Order of Business:

(a) The minutes of the last AGM and any Extra-Ordinary General Meeting will be taken as read unless it is moved that "the minutes be read" and carried by a majority of those voting.

(b) Matters Arising

(c) Council of Management's Annual Report.

(d) Financial Report from the Treasurer.

(e) Election of President and the President's address.

(f) Election of Vice Presidents and Treasurer.

(g) Election of members of the Council retiring by rotation or appointed during the year.

(h) Election of Auditors.

(i) Decisions of the Agenda Committee on motions to be debated. These may be reversed by a two-thirds majority of

those voting.

(4) Motions:

A motion shall not be discussed until it is moved and seconded.

Motions can be withdrawn only with the consent of the General Meeting.

Amendments to withdrawn motions automatically fall. The mover of a motion may accept an amendment provided there is no dissent. Amendments will be dealt with one at a time in the order decided upon by the Agenda Committee.

If an amendment is carried, the motion thereby amended shall become the substantive motion. If an amendment which was not accepted by the mover of the motion is carried, the right of reply shall pass to the proposer of the amendment. After the votes on all the amendments have been taken, the surviving proposition shall become the main question.

(5) Members wishing to speak shall stand, identify themselves and address the chair when called upon to do so.

(6) Speakers shall direct their remarks to the motion under discussion or to the point of order or information and shall not introduce extraneous matters.

(7) Speeches by movers of motions in their opening remarks or in their replies shall be limited to five minutes and all other speeches to three minutes except that the time may be increased with the consent of the meeting. Special time limits may be fixed by the General Meeting for statements by Officers of the Council on particular issues or by expelled members in their own defence.

(8) When a member is speaking, others may rise to address the chair only on a point of information or order, when they must show that the speaker has made a factual mistake or is digressing, or has broken one of the rules or