



**THE CHICHESTER AND DISTRICT LAW SOCIETY
RULES AND REGULATIONS**

RULES AND REGULATIONS (the Rules)
of the
CHICHESTER & DISTRICT LAW SOCIETY (the Society)

MEMBERSHIP

1. (a) All admitted Solicitors of the Supreme Court of Judicature, who are practising or residing in the area of the Society shall be eligible for membership of the Society.
- (b) All those individuals (to include FILEx and Licenced Conveyancers) who practise and are permitted to practise as Managers¹ of a recognised body or licensed body and such recognised body or licensed body is authorised to carry out legal activities in England and Wales and is registered by the SRA and whom are also practising or residing in the area of the Society shall be eligible for membership to the Society (all those individuals set out in Rule 1(a) and 1(b) shall be known as **Members**).
- (c) All those training to be, but not yet admitted as, Solicitors, who are training or residing in the area of the Society shall be eligible for junior membership of the Society (**Junior Members**).
- (d) The area of the Society shall consist of the District of Chichester and the District of Arun except for the Parishes of Rustington, East Preston, Kingston, Ferring, Angmering, Patching, Clapham and Findon.

OBJECTS OF THE SOCIETY

2. The principal objects of the Society shall be:
 - (a) to protect the character, status, rights and interests of the Members and Junior Members of the Society, and the legal profession generally;
 - (b) to preserve honourable practice amongst solicitors and trainee solicitors generally;
 - (c) to settle disputed points of practice, and to decide questions of professional conduct, usage or courtesy which may be referred to the Society by any Member or Junior Member;

¹ The term Manager is here defined as, a person who is a member of an LLP; a director of a company; a partner in a partnership; or, in relation to another body, a member of its governing body.

- (d) to consider and take any action which may be thought desirable on all questions affecting the interest of the legal profession, or the alteration or administration of the law;
- (e) to promote improved legal education; and
- (f) to do all such other things as are incidental or conducive to the attainment of the above objects.

OFFICERS AND COMMITTEE

- 3. (a) The officers of the Society shall be the President, the Vice President, the Honorary Treasurer, and the Honorary Secretary (the **Officers**).
- (b) The Committee shall consist of:
 - the Officers;
 - the immediate Past President;
 - any Member of the Society who is a member of the Council of the Law Society; and
 - up to eight elected Members, any of whom shall be eligible to serve as chair of any sub-committees as the Committee shall from time to time create.
- (c) The quorum for conducting and passing business at any Committee meeting shall be three of which at least one shall be an Officer.
- (d) In a case of an equality of votes at any Committee meeting, the Chair (who shall be the President or in their absence the Vice-President or in the absence of both President and Vice-President such other Member as the Committee shall elect) shall have a second or casting vote.
- (e) The Officers and the elected members of the Committee shall be elected annually at the Annual General Meeting (**AGM**) by a ballot (if required) of the Members then present.
- (f) Elected members of the Committee shall be eligible for re-election except that if any member of the Committee shall be absent without reasonable cause from three consecutive meetings of the Committee, they shall be considered, by reason of such absence, to have tendered their resignation, and the Committee may, at their discretion, consider such absence a resignation.
- (f) All candidates for election as Officers or as elected members of the Committee must be nominated in writing. Nominations must be sent so as to reach the Honorary Secretary not less than fourteen clear days before the date appointed for the AGM and a list of the nominations together with the

names of the proposer and seconder in each case shall be circulated with the agenda for the AGM to all Members and Junior Members.

- (g) Junior Members shall not be permitted to become a member of the Committee. Junior Members can request to observe a meeting of the Committee if such Junior Member has requested the same in writing to the clerk to the Committee. The members of the Committee shall agree or not to the request and the clerk shall liaise with the Junior Member accordingly.

POWERS OF THE COMMITTEE

- 4. The Committee shall be responsible for the general management of the Society and the conduct of its affairs, and (without detracting from such general powers) shall have power in the name and on behalf of the Society:
 - (a) to take any steps towards opposing or supporting any legislative or other changes affecting the interest of Members or Junior Members, or of the legal profession as a whole;
 - (b) to oppose the admission of any person as a solicitor who in their opinion ought not to be admitted on the Roll;
 - (c) to appoint their own meetings and subject to these Rules to regulate their proceedings;
 - (d) to fill up any vacancy in the Officers of the Society or other members of the Committee that may occur by way of death, resignation or otherwise between each AGM;
 - (e)
 - (i) To appoint from time to time any elected members of the Committee to serve as chair of such sub-committees as the Committee shall from time to time by resolution create;
 - (ii) To appoint from time to time any ad hoc sub-committee from amongst the Members for any special purpose which the Committee shall see fit and to delegate to such ad hoc sub-committee such powers and terms of reference as the Committee shall by resolution determine;
 - (iii) To appoint from time to time from amongst the Members, additional Members to serve on the sub-committees under the chairmanship of an elected Member such appointment to continue until the first Committee meeting after the following AGM and to delegate to such sub-committee such powers and terms of reference as the Committee may determine.

- (f) To deal with the funds of the Society according to the Rules of the Society.
- (g) To co-opt on to the Committee from time to time up to three Members for specific purposes, such co-option to last no longer than until the next AGM of the Society.
- (h) To appoint a Committee clerk upon such terms and remuneration as the Committee may from time to time determine, to carry out the duties of a clerk to the Committee.

MEETINGS OF THE SOCIETY

- 5. (a) The AGM of the Society shall be held every year upon such date and at such hour and place as shall be appointed from time to time by the Committee.
- (b) A meeting that is not an AGM shall be a general meeting which shall be called by the Honorary Secretary on the written request of the President or any three Members (none of them being Officers together) stating the purpose of the proposed general meeting.
- (c) At least seven clear days' notice of every general meeting and its purpose shall be given by the Honorary Secretary to each Member and Junior Member. The business of general meetings shall be confined to the business expressed in the notice.
- (d) Except for any special purposes as provided by these Rules, ten Members shall be a quorum at any general meeting.

ELECTION OF MEMBERS

- 6. Candidates for election as Members or Junior Members to the Society must be proposed by one Member and seconded by another Member. Election shall be by the Society in general meeting or by the Committee. A rejected Candidate shall not, without the unanimous consent of the Committee, be eligible for proposed election again until after one year from the general meeting at which he was last proposed.

PROCEEDINGS AT GENERAL MEETINGS

- 7. The President of the Society shall take the chair at all general meetings but in their absence the Vice-President shall take the chair or if both the President and Vice-President are absent the general meeting shall elect a Chair. All proceedings shall be brought forward by way of motion and amendment duly made and seconded and put from the Chair, and shall be determined by the votes of a majority of the Members then present and in the case of an equality of votes the Chair shall have a second or casting vote. Subject to the provisions of Rule

3(d) every question shall be decided by a show of hands or in such other manner as the chair of the general meeting shall determine.

8. For the avoidance of doubt, Junior Members shall not be entitled to vote on the proceedings at any AGM or general meeting.

EXPULSION

9. Not less than 75% of the Members personally present and voting at any general meeting (such meeting to consist of not less than one-third of the total number of Members personally present) shall be competent to expel any Member for a breach or non-observance of the Rules, or for any dishonourable, unprofessional or improper conduct.
10. The Member whose conduct is complained of shall have notice in writing from the Honorary Secretary sent to him by registered post addressed to his last known place of abode or business in England, that a motion is intended to be proposed against him and such note shall state generally the nature and grounds for complaint.

RESIGNATION, ETC

11. Upon the death, resignation, expulsion, bankruptcy or insolvency of any Member or Junior Member, he shall ipso facto cease to be a Member or Junior Member, and his interest in the property of the Society shall be absolutely forfeited for the benefit of the Society, but the Committee shall have power to reinstate a bankrupt or insolvent Member or Junior Member without entrance fee if at least 75% of the whole Committee be of the opinion that his professional character is not affected by such bankruptcy or insolvency.

SUBSCRIPTIONS

12. Every Member and Junior Member shall on election pay a sum equivalent to the current subscription or such lower sum as the Committee shall decide bearing in mind the time of election of such Member or Junior Member and thereafter every Member and Junior Member shall pay such subscription as shall be agreed by a simple majority of Members present and voting at a duly convened general meeting of Members and Junior Members.
13. If any Member or Junior Member suffers his subscription to become more than one year in arrears, he shall thereupon cease to be a Member or Junior Member, as the case may be, and his interest in the property of the Society shall be absolutely forfeited for the benefit of the Society. A Member or Junior Member wishing to retire from the Society must before 1st January in any given year give written notice to the Honorary Secretary of his intention so to do.

14. No person elected as a Member or Junior Member shall be an actual Member or Junior Member until such person shall have paid the entrance fee (if any) and the relevant subscription amount.
15. All Members and Junior Members shall be bound by all Rules of the Society for the time being in force.

ACCOUNTS

16. The Honorary Treasurer's Accounts shall be made up to the 30th day of May in every year and laid before the AGM of the Society having been audited by two Members prior to the AGM at which such Accounts are laid.

ALTERATIONS OF RULES

17. Any proposed alteration or rescission of these Rules must be presented at any general meeting of Members and Junior Members called in accordance with the provisions of clause 5(c). The provisions of clause 7 shall apply except that all Members attending in person shall have one vote and it shall require not less than 75% of those Members voting to pass any proposed alteration or rescission.

DISSOLUTION OF SOCIETY

18. Upon a resolution to that effect, passed at a general meeting by a majority of not less than 75% of the Members personally present and voting, the Society shall be dissolved; but a majority of the Members so present shall have the power of disposition of the property of the Society.