

INDUSTRIAL AND PROVIDENT SOCIETIES  
1893 to 1910

**DRAFT FORM OF RULES  
INDUSTRIAL AND PROVIDENT SOCIETIES.**

The rules embody the provisions which must be inserted in the rules of Industrial and Provident Societies, and others which may be inserted if a Society so desires. The latter are printed in italics. The references to the form, followed by a number, refer to the paragraphs of Forms A and D, and the matters contained in the respective rules. The rules should be adopted so far as they are applicable, and to them may be added any additional rules which a Society may require to give effect to

DEPARTMENT OF FRIENDLY SOCIETIES, CENTRAL OFFICE  
BRITISH MUSEUM (NORTH ENTRANCE),  
MONTAGUE PLACE, W.C.1

reference such as Form (1) as the form of Form A and D... for the making of complete amendments only, insert at the end the words—

ALL PREVIOUS RULES RESCINDED.

RULES.

NAME AND OBJECTS.

Society shall be called "The... and its objects shall be to carry on the industries, or trades of

REGISTERED OFFICE.

Registered office shall be No. Street

notice of any change in the situation of the office, notice of such change shall be sent within... thereafter to the Registrar in the form prescribed by Regulation.

USE OF NAME.

Registered name of the Society shall be kept painted outside of every office or place in which the Society is carried on, in a conspicuous position easily legible) and shall be engraved in... on its seal, and shall be mentioned in... in all notices, advertisements, and other... of the Society, and in all bills of... notes, endorsements, cheques, and... or goods, purporting to be signed by or on... society, and in all bills of parcels, invoices, and... of credit of the Society.

MEMBERSHIP.

terms of admission of members, including... company investing funds in the Society under (The Act.)

member, including the signatories to the rules, not one share, but no member (other than a... under the Industrial and Provident... 1893) shall hold an interest exceeding £... of the Society.

Form (1) In State the name, which is not to be that of any existing registered society.

State shortly in general terms the whole of the objects; but it is not the function of this rule to set forth the means by which the objects are to be attained, nor the powers given to attain them. These should be set forth in subsequent rules.

Form (13A)

Form (2)

Form (5) The sum mentioned must not exceed £500 but it may be less.



business belonging to it where the business of  
carried on, a statement in the form in the  
Schedule to the Industrial and Provident Societies  
Act, 1893 (hereinafter referred to as the Act) shall be  
admitted.]

**INSPECTION OF BOOKS.**

A member or person having an interest in the  
Society shall be allowed to inspect the books and  
the books containing the names of the  
at all reasonable hours at the registered office or  
at any place where the same are kept  
such regulations as to the time or manner of  
inspection as may be made from time to time by the  
Society.

Form (15a)

Further provide for  
the books under each con-  
but so that no person  
and Society or specially authorised by  
shall have the right to inspect the books  
of any other member without his  
consent.

Form (15b)

**ANNUAL RETURNS.**

Not later than the 31st March the  
Society shall send to the Registrar of Friendly  
Societies a return containing a statement of the  
receipts and expenditure, funds  
and the balance of the Society's last published  
accounts, and such other particulars as may be  
required by the Registrar.

Form (15c)

The return shall be  
signed by the Secretary and  
the Chairman of the Society, and  
shall be accompanied by a copy of the  
last published accounts of the  
Society, and a copy of the  
minutes of the meeting at which  
the return was adopted.

The Secretary shall send  
a copy of each balance  
sheet and of each return  
to the Registrar, and shall  
state that the audit has been con-  
ducted by an auditor appointed under  
the Companies Act, 1903, and by  
whom the accounts in which and the  
minutes of the meeting at which the  
return was adopted were  
approved.

Form (15d)

The Secretary shall send a sufficient number of  
copies of the return to the Registrar, and shall  
also send a copy of the last annual  
return to the Registrar, and it shall be the  
duty of the Registrar to send a copy of the  
return to the Registrar.

**ANNUAL RETURNS OF SHAREHOLDERS.**

At least once in every three  
years the Registrar, together with

Form (15e)



... may add if it so desires  
... and revocations or variations thereof  
... respectively appended to these rules  
... shall pay for recording every nomination  
... or variation of a nomination  
... shall be charged for the entry of all  
... revocation or variation of

Form (1966)  
... sum  
... not

PROCEEDINGS ON THE DEATH OF A MEMBER

On receiving a copy of the death certificate of a member of the Society, the Secretary shall immediately inform the Executive Committee of the Society, and the Executive Committee shall immediately inform the members of the Society of the death of the member. The Executive Committee shall also inform the members of the Society of the nomination of a person to fill the vacancy caused by the death of the member. The Executive Committee shall also inform the members of the Society of the nomination of a person to fill the vacancy caused by the death of the member. The Executive Committee shall also inform the members of the Society of the nomination of a person to fill the vacancy caused by the death of the member.

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DEATH DUTIES

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**MEMBERSHIP APPLICATIONS TO THE REGISTRAR.**

Members of the Society each of whom has the right of one-tenth of the whole property of the Society for not less than twelve months, according to the date of the application to the Registrar in the form prescribed by the Registrar, to appoint an agent or agents to receive the books of the Society and to report thereon to the Registrar under Section 18 of the Industrial and Provident Societies Act, 1963.

Form (12)

The right of one-tenth of the whole property of the number of members shall at least 1000. It shall be the right of 100 members of the Society to the Chief Registrar signed by the Registrar as prescribed by the Registrar. The Registrar may also be required to examine into the affairs of the Society and to report thereon to the Registrar. The calling of a special meeting of the Society.

Form (13)

**DISSOLUTION**

At any time at any time to be dissolved by the Registrar in the form prescribed by the Registrar. The Registrar may also be required to examine into the affairs of the Society and to report thereon to the Registrar. The calling of a special meeting of the Society.

Form (14)

**COPIES OF RULES**

The Registrar may also be required to examine into the affairs of the Society and to report thereon to the Registrar. The calling of a special meeting of the Society.

Form (15)

**AMENDMENT OF RULES**

The Registrar may also be required to examine into the affairs of the Society and to report thereon to the Registrar. The calling of a special meeting of the Society.

Form (16)

APPENDIX

(A) Form of Nomination.

Society Limited, registered and  
Incorporated in the Province of Ontario, 1897 to 1913

I hereby nominate \_\_\_\_\_ in the  
office of \_\_\_\_\_  
to which there shall be referred all  
business in connection with the \_\_\_\_\_  
of the \_\_\_\_\_ and \_\_\_\_\_

Signature

Witness  
This form should be filled in and dated and  
signed by the nominator  
in the presence of a witness, who should write his signature  
at the foot.

This form should be presented  
at the time of the  
meeting of the  
Board.

It should be further delivered at \_\_\_\_\_  
to the Secretary of the Society, and should then be  
filed.

This nomination is valid only to the extent of \$100.  
The nominator must not be an officer or  
employee of the Society, nor a partner, child,  
or grandchild of the Secretary or place  
of the nominator.  
It is not to be applied or varied by another  
person, and it is not to be regarded as variable by  
the Society.

It is not to be regarded as a nomination of  
a person who is married, or who is  
to be made in favour of more than one  
person, or who is restricted to a definite  
kind of property, such as to shares  
or deposits only. In that case the  
kind of property to be nominated and  
the amount should be stated clearly in the nomination and  
should be altered accordingly.

(B) Mode of Intimation

The nomination made by me on the \_\_\_\_\_

Signature

The provisions of the Charter of the Society  
in connection with the nomination of the Secretary

11 22  
(C) Form of Variation

by way of the nomination made by me on the  
19<sup>th</sup>, as follows:

*(Here state the variation desired.)*

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Signature.

This certificate is forthwith delivered at or  
Registered Office of the Society.

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*(Insert an Index to the Rules.)*

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Dorset Street

July 1913

Dear Dale,

Many thanks for your letter of 23rd May regarding Colonel Ridge's proposals for flax-growing in East Africa.

We are still considering the scheme, but are not sure in regard to the position of Ridge himself. If the scheme is approved in anything like the form submitted, it seems highly probable that he will be the driving and managing spirit in the society at least for the next five years.

In view of your letter that does not regard me as likely to contribute to the scheme's success.

Could you let me know, privately how far we can go in being driven to telling Colonel Ridge that he is the main obstacle to the scheme, i.e. whether he knows, and in what words, of the unfavourable opinion of the Board of Directors of the Bank under them.

Sincerely,  
S. J. C. B.

S. J. C. B.

Downing Street,

July, 1919.

Dear Sir,

Many thanks for your letter of 23rd May regarding  
Colonel Ridge's proposals for flax-growing in East Africa.

We are still considering the scheme, but are not  
yet sure in regard to the position of Ridge himself. If  
the scheme is approved in anything like the form submitted  
to us, it seems highly probable that he will be the  
main and managing spirit in the society at least for the  
first five years. In view of your letter that does not  
seem as likely to contribute to the scheme's success.

Could you let me know privately how far we can go  
before driven to telling Colonel Ridge that he is the  
obstacle to the scheme, i.e. whether he knows, and in  
what circumstances, of the unfavorable opinion of the Board of  
Agriculture of his work under them?

1	2	3	4	5	6	7	8	9	10
TUESDAY EVENING OFFICE									
Reference									
C.O.533									
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RECEIVED BY THE PUBLIC WORKS DEPARTMENT JULY 23 1919									



not exceeding £300 in the shares of the  
 It is observed that this is taken  
 Rules, but as each share is to be  
 of £300, the effect is to limit each  
 to one share. It is presumed that is the  
 tion, but it is not quite clear whether the  
 that no member shall hold an interest not  
 £300 is compatible with the provision in  
 (1) that each member may be required  
 not exceeding £400 of Settlement Loan

regards draft rules (38) and (39) it is  
 at the signatories to the application for  
 shall perform the functions of the  
 Committee until the first ordinary general  
 and that at the first general meeting of  
 the Managing Committee shall be elected  
 present. At the date of the first  
 meeting it may be the case that the only  
 Society are the signatories to the  
 registration. It appears most  
 that the Managing Committee should be  
 elected

at which at least a majority of the members are present, but the rules are that. It is understood that

and number of applicants who wish to join already known, and it would therefore appear should be definitely approved by a

Committee on the lines proposed in draft rule 49 is constituted. All members approved able to sign the application for registration in the election of the Managing Committee general meeting.

Rule 59 provides that the Arbitrator in disputes with the Managing Committee shall be by the Advisory Committee which is a body appointed by the Managing Committee. This does afford a member reasonable security as against the Committee, and it is suggested that in disputes should be appointed in accordance with the

the East Africa Protectorate Arbitration a copy of that Ordinance is enclosed. The Government is directly interested in the work of the said committee is allotted to

...selves, it is considered that a representative  
East Africa Protectorate Government should  
be appointed to the Managing Committee with such  
supervision over the general working of the  
the Governor may think desirable.

Finally it is suggested that it would be  
that the valuer to be appointed under  
15 in case of difference as to price  
independent valuer appointed by the  
Protectorate Government.

I am, Sir,

Your obedient servant,

June 16th, and that a Committee was appointed  
the scheme into effect. I am to enquire the names  
of disabled officers present at the meeting and the  
gentlemen appointed to the Committee.

Draft rule 5 (a) provides that the Society shall  
to cultivate, manage, sell, assign or underlet  
either to the members of the society or others. I  
are what "others" are contemplated here, and whether  
intended that the scheme shall be confined to  
officers who are members of the society. I am to  
that if the Government allot land on specially  
to disabled officers, it cannot permit such  
freely alienated to "others". It is observed,  
that draft rule 6 states merely that a preference  
given to ex-officers.

Paragraph 7 of your letter states that the Committee  
successful in securing the assistance of several  
special experience in the work contemplated.  
names of these officers with details of

states that no member shall hold an  
interest

interests of disabled officers the land would be  
 let on specially favourable terms, but it is  
 suggested that the Government should satisfy itself  
 as far as possible that the applicants for grants  
 under the scheme should be suitable, that the scheme  
 is well managed and organised, and that it has  
 bright prospects of success to justify the  
 alienation of Government land to it on special

It is observed from the draft of the  
 that it is proposed that the Ministry of  
 should assist in the selection of appli-  
 cants and that training grants should be provided  
 by the Ministry of Labour. Letters are being  
 sent to these two Departments to ascertain  
 their attitude to the scheme and how far  
 they are prepared to assist in the selection and  
 training of applicants.

Meanwhile Lord Wilner would be glad to  
 supply further information on the following points  
 mentioned in your letter and the draft rules.

It is observed that the proposals were  
 discussed at the meeting of disabled officers held in

London

R/1610/EDB

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Quoted by Mr. Bottemy's signature

16<sup>th</sup> July 1887

My dear Lady,

Many thanks for your letter

of 23<sup>rd</sup> May regarding Col. Redge

whose proposals for the young  
in East Africa.

We are still considering

the scheme, but are not quite

in regard to the position of  
our benefactor as yet as

regards Redge himself. If the

relieve is afforded in anything like

the form submitted by me, it seems

highly probable that he will be the

managing agent of the

at least for the first

two years. I trust if you will

let down not improve as far

to contribute to the

best bye at my service

NOTE.

16.7.87  
16.7.14 f.s.

CO 535 228

privately how far we can go if we are  
known to tell Mr. Ridge that he is  
the chief obstacle to the success of  
whether he knows or not what words  
of the unfavourable opinion of the  
Board of Agriculture of his work under  
them.

J. M. C. Bottemley

so far as possible that the applicants for  
grants under the scheme should be  
and that the scheme will be well managed  
and organized. The Board of  
has the Rule that it is proposed  
that the Ministry of Pensions shall  
the selection of applicants and that training  
grants should be provided by the Ministry  
of Labour. ~~Consequently~~ we being addressed  
to these two Depts to ascertain exactly their  
attitude to the scheme & how far they are  
prepared to co-operate in the selection and  
training of applicants.

3. Mr. Justice Lindell would be  
glad to receive further information on the following  
points arising out of your letter and the Dept. note  
(a) It was observed that the proposal was adopted  
by a meeting of disabled officers held in London in June  
and that a committee was appointed to carry the scheme  
into effect. I had to enquire the names of the  
disabled officers present at the meeting and the  
names of those appointed to the committee.  
(b) <sup>with rule</sup> Rule 5 (a) provides that the Society shall  
have power to collect money, sell, lease or



to one share. It is proposed that in the  
constitution but it is not quite clear whether  
the provision that no member shall  
hold more than one share shall be  
compatible with the provisions proposed.

25 (g) All such members may be required  
to keep a sum of money ~~of Rs. 100~~  
little at least of stock.

(4) The draft sub. (3) and (4)  
it is proposed that the requirements of the  
draft for registration shall be for the  
formation of a Managing Committee until  
the first annual general meeting and that  
at the first general meeting of the society  
the Managing Committee shall be elected  
by the members present. At the date of the  
first general meeting <sup>of the company</sup> it may be ~~proposed~~ that

the constitution shall be subject to the  
provision that the application for  
registration shall be subject to the  
provision that the Managing Committee shall be  
created at a meeting at which at least  
a majority of the proposed seventy-five  
members are present, at the rules as drafted

It is to be seen that it is understood  
that the majority of the full number  
of applicants who wish to join the  
society are already known & it  
would therefore appear desirable

DRAFT.

MINUTE

- Mr.
- Mr.
- Mr.
- Mr. Grand
- Mr. H. Lamb
- Mr. H. Bean
- Mr. G. Paddy
- Mr. A. ...
- Mr. ...

that they should be definitely  
approved by a selection committee  
on the lines proposed in draft no.  
49 before the society is  
constituted. All members so  
approved would then be able to  
sign the application for  
registration to be filed in the  
creation of the managing committee  
at the first general meeting.  
Draft no. 1  
(i) It is proposed that the  
statute in cases of disputes with  
the Managing Committee shall be  
appointed by the Advisory Committee  
which is a body of five members.

C 0 3 3 1 2

terms of the Managing Committee. The  
most effect to afford members  
of the Managing Committee is suggested  
that a Director and a Director should  
be appointed in accordance with the  
provisions of the E.A.P. Arbitration Ordinance (1916).  
A copy of that Ordinance is enclosed.

(3) As the Govt. is directly interested in  
the successful working of the land that would  
be all that to the Society, it is considered  
that a representative of the E.A.P. Govt. should  
be nominated to the Managing Committee with  
such power of supervision over the general  
working of the scheme as the Governor may  
think desirable.

(4) Finally it is suggested that it would be  
preferable that the valuer appointed under  
draft rule is a case of difference as to how should  
be an independent valuer appointed by the E.A.P.  
Govt.

ad 21/9/1916

C.O. 530 122