

SOUTHWELL CHORAL SOCIETY

CONSTITUTION

1. Name

The name of the Society shall be the "Southwell Choral Society" referred to as the 'Society' throughout this document.

2. Objects

The objects of the Society are to advance, improve, develop and maintain the Society members and the public education in and appreciation of, the art and science of music in all its aspects by any means that the trustees see fit, including through the presentation of public concerts and recitals.

3. Membership

1. The members of the Society shall be those persons who pay the annual membership fee at the appropriate rate or rates as shall be determined by the Committee, the subscription being payable in advance, and (in the case of performing members) who shall provide such evidence of musical ability as the Committee may require.
2. The annual membership fee is non refundable and membership is non transferable.
3. The committee may refuse an application for membership if they consider it to be in the best interests of the Society.
4. The committee must keep a register of names and contact details for all active members. The names only may be made available to members upon request.
5. Every member shall have one vote.

4. Termination of membership

Membership is terminated if:-

1. any membership fees due are not paid in full within three months of being due; or
2. the member is removed from membership by a resolution of the committee that it is in the best interest of the Society that his or her membership is terminated.

Any decision made by the committee to terminate a membership is final.

5. Officers and Committee

1. The Society and its property shall be managed and administered by a committee comprising the officers and other members elected in accordance with this constitution. The officers and other members of the committee shall be the trustees of the Society.
2. The Society shall have at least the following officers:
 - (a) Chair
 - (b) Treasurer
 - (c) Concert Secretary
 - (d) Bookings SecretaryMore officer roles can be appointed if deemed necessary by the committee
3. A committee member must be a member of the Society or a Friend of the Society.
4. The number of committee members shall be not less than 7 and not more than 12 members or Friends.

5. The committee members shall be elected by and from the Society's members at the Annual General Meeting. Committee members shall serve for one year and be eligible for re-election for up to a maximum of five years service. Officers may be re-elected to serve a maximum of three years in any one post, as part of their five years service.
6. The committee may appoint any person who is willing to act as a member of the committee. They may also appoint committee members to act as officers. Any committee member or officer so appointed shall then stand for election by members at the next Annual General Meeting.
7. The committee may appoint one of the committee members (who may be an office holder) to act as vice-chair.

6. Removal of committee members

A committee member shall cease to be a trustee or hold any office with the Society if he or she:

1. is disqualified from acting as a trustee by virtue of sections 178 and 179 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision); or
2. ceases to be a member of the Society.

7. Powers and Responsibilities

In furtherance of the objects but not otherwise, the Committee may exercise the following powers:

1. Power to raise funds and to invite contributions provided that in raising funds the Committee shall not undertake any substantial permanent trading activities and shall conform to any relevant requirements of the law.
2. Power to buy, take on lease or exchange any property necessary for the achievement of the objects and to maintain and equip it for use.
3. Power to co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the objects or of similar charitable purposes and to exchange information and advice with them.
4. Power to appoint and constitute such advisory committees as the Committee may think fit.
5. Power to do all such other lawful things as are necessary for the achievement of the objects.

8. Meetings and proceedings of the committee

1. The trustees may regulate their proceedings as they think fit, subject to the provisions of this constitution.
2. There shall be a quorum when four members of the committee for the time-being are present at a meeting and no decision may be made by a meeting of the committee unless a quorum is present at the time the decision is purported to be made.
3. Questions shall be determined by a majority of votes of the members of the committee present and voting on the question, but in the case of equality of votes, the chairman of the meeting shall have a second or 'casting' vote.
4. The committee shall keep minutes of the proceedings of meetings of the committee and any sub-committee.
5. The committee may appoint one or more sub-committees, consisting of three or more members of the committee, for the purpose of making any enquiry or supervising or performing any function or duty which, in the opinion of the committee, would be more conveniently undertaken or carried out by a sub-committee.
6. Where the Society has a paid conductor or musical director, he or she may attend committee meetings except where his or her position or payment is being considered. He or she shall not be eligible to vote in a committee meeting.

9. Finance

1. The financial year shall end on 31st August.
2. A bank account shall be opened in the name of the Society, all payments will be authorised by any two trustees of the Society.
3. The Society may receive donations, grants-in-aid and financial guarantees, and tickets for any or all of its concerts and other events may be offered for sale to the public.
4. The income and property of the Society shall be applied solely towards promoting the objects of the Society and no portion shall be paid or be transferred either directly or indirectly to any member or members of the Society except in payment of legitimate expenses incurred on behalf of the Society.

10. Annual General Meeting (AGM)

1. Within six weeks of the end of each financial year the members shall be summoned to an Annual General Meeting of which at least fourteen days notice shall be given.
2. The committee shall present a report of the year's activities and the accounts for the year ended 31st August at the Annual General Meeting and the annual accounts shall be approved by the members by a simple majority vote.

11. Special General meeting (SGM)

1. The committee can call a Special General Meeting at any time but must give at least fourteen days notice to members.

12. Alterations

The Constitution may be amended by a two-thirds majority of the members present at an Annual or Special General Meeting, provided that nothing herein contained shall authorise any amendment which shall have the effect of the Society ceasing to be a Charity. The committee shall send a copy of the amended constitution to the Charity Commission.

13. Dissolution

In the event of the winding up or dissolution of the Society, any remaining assets after all liabilities have been discharged shall not be paid or transferred to any member or members of the Society, but shall be transferred to a charitable organisation whose objects are similar to those of the Society and whose rules preclude the distribution of assets and income among members.