

East Bridge Chorale *Constitution*

East Bridge CHORALE



1. Name

The name of the Society shall be **East Bridge Chorale** hereinafter referred to as the Society.

2. Objects

The objects of the Society are to educate the public in the Art and Science of music in all its aspects, to study, practice, and perform in public choral works and to engage in other exclusively charitable activities as the Committee of the Society may approve.

3. Membership

Membership of the society shall be open to any person interested in furthering the objects of the society, and who has paid the annual subscription at the appropriate rate or rates as shall be determined by the Committee. Concert subscriptions are due at the first rehearsal of the term. No subscription charge is made to students in full time education at a recognised educational establishment.

Every member shall have one vote.

The committee has the power to terminate the membership of any individual, provided that the decision of the Committee is unanimous both as to the termination and as to there being good reason for it, and provided that the individual concerned shall have the right to be heard by the Committee. In the case of performing ability members shall provide such evidence of musical ability as the Music Director may require.

4. Officers and Committee

The management of the Society shall be in the hands of a Committee consisting of the following Officers namely the Chairman, the Treasurer, the Secretary, Publicity Officer and Youth Officer and up to two other members: the Officers and the other Committee members shall be elected by and out of the Society's members at the Annual General Meeting; they shall hold office until the next Annual General Meeting and be eligible for re-election. Each member of the Committee will hold one vote. Should any Committee member, including the Music Director, wish to stand down before the next Annual General Meeting, a period of three months notice is advised. The Committee may co-opt members as required to assist in the absence of Officers until elections are held at the next Annual General Meeting. In the case of a new Musical Director recommendations for a replacement may be sought.

Applications for a suitable replacement will include involvement of the choir and Committee members.

The Committee may co-opt one additional person to the committee if it sees fit. The Musical Director may attend all Committee meetings as a Trustee and receive remuneration in discussion with the committee (Charities Act 2006) in the best interests of the choir.

The committee are the charity trustees.

5. Management

All the arrangements for the concerts and other events in which the choir participates, and the control of finance shall be in the hands of the Committee. The Musical Director shall have the right and responsibility of choosing the works to be performed and he may consult the Committee and choir at his discretion. The Musical Director may bring in additional singers to perform at concerts to give a balanced performance. Where members of the choir appear under rehearsed they may be advised not to contribute to a performance.

6. Powers

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

- i) 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;
- ii) 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;
- iii) power to establish or support any charitable trusts, associations or institutions formed for all or any of the objects

7. Meetings and Proceedings of the Committee

- i) The committee shall hold at least 2 ordinary meetings each year.
- ii) The Chairman shall act as Chairman at meetings of the committee. If the Chairman is absent from any meeting, the members of the committee present shall choose one of their number to be Chairman before any other business is transacted.

ii) There shall be a quorum when at least one third of the members of the committee, or three members of the committee (whichever is the greater) are present at a meeting.

iii) The committee shall keep minutes of the proceedings at meetings of the committee and shall ensure that these are stored safely, and that they are available for inspection as required.

iv) The committee may from time to time make and alter rules for the conduct of their business, the summoning and conduct of their meetings, and the custody of documents. No rule may be made which is inconsistent with this constitution.

v) Every matter 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.

8. Equal Opportunities

No individual shall be excluded from membership of the Society or de-barred from any official capacity on the Committee on the grounds of sex, race, colour, age, religion, sexual orientation, disability or political affiliation. Any person with a significant disability must be accompanied by a carer.

9. Finance

i) The financial year shall end on 30th April

ii) A banking account shall be opened in the name of the Society and cheques shall be signed by any two officers.

iii) The Society shall receive donations, grants in aid and financial guarantees. Tickets for any or all of its concerts and other events shall be offered for sale to the public.

iv) The income and property of the Society however derived shall be applied solely towards promoting the objects of the Society as set forth above and no portion thereof shall be paid or 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

Within three months of the end of each financial year the members shall be summoned to an Annual General Meeting of which at least 14 days' notice in writing shall be given to all members. The committee shall present to each AGM the report and accounts of the society for the preceding year.

Nominations for election to the committee must be made by members of the society in writing and must be in the hands of the secretary of the committee at least 14 days before the AGM. Should nominations exceed vacancies, an election shall be held.

11. Special (Extraordinary) General Meeting

An extraordinary General meeting shall be called at the request of at least two members of the Committee with the consent of the Chairman, or at the request in writing, stating the nature of the matter to be considered, of at least ten members of the Society, any such meeting being called within 28 days of the request to the Secretary. The notice must state the business to be discussed.

12. Procedure at General Meetings

The secretary or other person specially appointed by the committee shall keep a full record of proceedings at every general meeting of the charity. There shall be a quorum when at least 10% of the members of the society at the time or 10 members, whichever is the greater, are present at any general meeting.

13. Accounts

The financial accounts shall be audited or examined to the extent required by legislation or, if there is no such requirement, scrutinized by a person who is independent of the Committee and then submitted to the members at the Annual General Meeting

14. Alterations to the Constitution

The constitution may be altered by a two-thirds majority of the members present and voting at any General Meeting, provided that fourteen days' notice of the proposed alteration has been sent to all members and provided that nothing herein contained shall authorise any amendment which shall have the effect of the Society ceasing to be a charity. No amendment may be made to clause 1 (the name of the charity), clause 2 (the objects), clause 9 iv) (distribution of assets), or clause 15 (dissolution), without the prior written consent of the Charity Commission.

The committee shall send the Charity Commission a copy of any amendment made under this clause.

15. Dress

Members shall conform to the directions of the Committee as to dress at each performance.

16. Dissolution

In the event of the Society being wound up, any assets remaining upon dissolution after the payment of proper debts and liabilities shall be transferred to a charitable institution or institutions having similar objects to those of the Society.