

WOODBRIAGE CHORAL SOCIETY

1. TITLE

The name of the Society is and shall be the WOODBRIDGE CHORAL SOCIETY hereinafter referred to as the Society.

2. OBJECTS

The objects of the Society shall be to promote, improve, develop and maintain public education in and appreciation of the art and science of music in all its aspects by the presentation of public performances of choral and orchestral music and for related activities.

3. MEMBERSHIP AND SUBSCRIPTIONS

- i) The members of the Society shall be those who pay the annual subscription at the appropriate rate or rates as shall be determined by the Society in General Meeting and shall satisfy the Committee, if required, of their musical singing ability.
- ii) Members shall pay their annual subscriptions in full by 10 October in each year, or by two equal instalments the first to be paid by the 10 October in each year and the second by 31 January in year next following.
- iii) Each fully paid up member shall have one vote at meetings of the Society.

4. OFFICERS AND COMMITTEE MEETINGS

- i) The management of the Society shall be in the hands of a Committee consisting of the following: - Chairman, Treasurer, Secretary and not fewer than 6 and not more than 9 other members.
- ii) The Committee members shall be elected by and out of the Society's members at the Annual General Meeting. Members of the Committee shall hold office for a term of 1 year, in accordance with the following arrangements.
- iii) At every Annual General Meeting members of the Committee shall offer themselves for re-election if they wish to do so.
- iv) In this rule a "year" shall mean the interval between one Annual General Meeting and the Annual General Meeting next following.
- v) At any time the Committee may co-opt a member of the Society to serve on the Committee until the next following Annual General Meeting provided that there shall not be more than three members so co-opted holding office at any one time.
- vi) The Quorum for any Annual or Extraordinary General Meeting of the Society shall be one third of fully paid up members.
- vii) The quorum for meetings of the Committee shall be five.
- viii) The Committee may appoint or elect any person to be its President who need not be a member of the Society. The President shall hold office for five years. The President's duties shall include:-
 - a) representing the Society at public functions as required
 - b) representing the Society at events and concerts presented by other musical, choral, orchestral and dramatic societies active in Suffolk
 - c) Assist and advise the Society
- ix) Any member of the Committee who is absent from four consecutive meetings of the Committee shall thereupon be disqualified from it.
- x) Any member of the Committee may resign at any time by giving written notice to the Honorary Secretary.
- xi) The Conductor and Accompanist are appointees of the Society and shall attend meetings of the Committee in that capacity. The Conductor and accompanist shall each be entitled to a vote.
- xii) Every matter may be determined by a majority of votes of the Members of the Committee present and voting on the question, but in case of an equality of votes the Chairman (of the meeting) shall have a second or casting vote.

5. FRIENDS OF THE SOCIETY and HONORARY MEMBERS.

- i) The Committee may appoint any person who has served the Society to be an Honorary Member indefinitely or for a specific period and may rescind such membership. Honorary members shall not be liable to pay any annual or other such subscription and shall be entitled to receive two free tickets and programmes for every concert presented by the Society. Honorary members may attend but not vote at any General Meeting.
- ii) Any person who donates to the Society a sum of money not less than a figure set by the Committee shall become a Friend of the Society for a period of one year [to expire at the beginning of the Autumn term each year]. The Committee shall determine the benefits to be offered to Friends and Honorary Members.

6. MANAGEMENT

All the arrangements for the concerts and other events and the control of finance shall be in the hands of the Committee.

7. 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 buy, take on lease, exchange or sell, let or otherwise dispose of any property no longer required for the Society's activities necessary for the achievement of the objects and to maintain and equip it for use;
- iii) power subject to any consents required by law to borrow money and to charge all or part of the property of the Society with repayment of the money so borrowed;
- iv) power to employ such staff (who shall not be members of the committee) as are necessary for the proper pursuit of the objects and to make all reasonable and necessary provision for the payment of pensions and superannuation for staff and their dependants;
- v) 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;
- vi) power to establish or support any charitable trusts, associations or institutions formed for all or any of the objects;
- vii) power to appoint and constitute such advisory committees, sub-committees or working parties as the Committee may think fit;
- viii) power to terminate or suspend the membership of any individual, provided that the decision by the Committee is unanimous and that there is good reason, and provided that the individual concerned shall have the right to be heard by the Committee, accompanied by a friend, before a final decision is made;
- ix) power to do all such other lawful things as are necessary for the achievement of the objects.

8. EQUAL OPPORTUNITIES

Notwithstanding the provisions of Clause 3.(i) No individual shall be excluded from membership of the Society or de-barred from any official capacity on the Committee on the grounds of age, sex, race, colour, religion, disability, sexual orientation or political affiliation.

9. FINANCE

- i) The financial year shall end on 31st of May.
- ii) A banking account shall be opened in the name of the Society and any two officers of the Society shall sign cheques.

- iii) The Society may 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 whencesoever 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 [see Clause 7] except in payment of legitimate expenses incurred on behalf of the Society.

10. DISSOLUTIONS

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.

11. ANNUAL GENERAL MEETING

Within four months of the end of each financial year the members of the Society shall be summoned to an Annual General Meeting of which at least fourteen days notice in writing shall be given.

Motions put to the Society in General Meeting shall be determined by a simple majority of those present and voting.

12. EXTRAORDINARY GENERAL MEETING

- i) An extraordinary General Meeting of which at least fourteen days notice in writing must be given to members may be called for by the Committee or upon written request to the Secretary by at least 25% of members of the Society.
- ii) The Committee or, as the case may be, members requisitioning an Extraordinary General Meeting of the Society, shall state briefly in writing the nature of the business to be transacted and the motion or motions to be proposed.
- iii) Members requisitioning an Extraordinary General Meeting in accordance with clause 12 hereof shall deposit with the Honorary Treasurer a sum to be fixed from time to time by the Society at the AGM to cover the administrative expenses and cost of hiring a venue. The Meeting may resolve to refund all or part of the deposit.

13. ACCOUNTS

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

14. AMENDMENTS

The constitution may be amended by a two-third majority of the members present at any Annual or Extraordinary General Meeting, provided that fourteen days notice of the proposed amendment 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.

- 15. The constitution of the Society adopted on 19th September 1978 is hereby revoked.

Adopted at the AGM of the Society on 17th Sept 2018.