The Grantham Choral Society

Rules and Constitution

1. **Name**
   The name of the Society shall be "The Grantham Choral Society" (hereinafter referred to as "GCS").

2. **Objects**
   The object of GCS shall be to educate the public in the arts and sciences, and in particular the art and science of music, by the presentation of concerts and other activities.

3. **Membership**
   a. The members of GCS shall be those persons who pay the annual subscription at the appropriate rate or rates as shall be determined by the Executive Committee, and (in the case of performing members) who shall provide such evidence of musical ability as the Executive Committee shall require. The subscription shall be payable in advance or in staged payments across the year, as the Executive Committee proposes.
   b. Members shall be required:
      i. To attend such number of rehearsals for each concert as may be fixed by the Executive Committee. From time to time other persons may be invited to supplement the choir at the discretion of the Executive Committee and the Director of Music.
      ii. To provide at their own expense the music to be performed at any concert, other than instrumental parts.

4. **Management, Officers and Executive Committee**
   a. The Executive Committee is responsible for the management and administration of The Society and its property. Save for the Musical Director and Accompanist, the Executive Committee is elected from the membership, by the membership annually at the Annual General Meeting and comprises of the following officers:

      i. Chairperson
      ii. Vice-Chairperson
      iii. Honorary Secretary
      iv. Honorary Treasurer
      v. Up to 4 other members of the Society
      vi. The Musical Director and the Society's Accompanist who become members of the Society from the date of their appointment until their retirement from the post(s)

      Subject to the proper declaration of any self-interest that might arise, all members of the Committee have the power to vote on any matter affecting the Society.

   b. Nominations for the Officers shall be forwarded in writing to the Secretary at least six full days prior to the Annual General Meeting, the consent of the nominee having been first obtained.

c. The Executive Committee shall meet at least three times each year to receive reports from the Sub-Committees, and to deal with the business of GCS.

d. Should any officer or member of the Executive Committee be absent from three successive meetings (except in circumstances over which they have no control) the seat shall be declared vacant, and another co-opted to serve in their place.

e. In addition, the Executive Committee has the power to co-opt a maximum of two non-members at any one time whose special knowledge or experience may be deemed advantageous to GCS for a particular purpose. For the avoidance of doubt such co-opted members shall have full voting rights.

f. A serving member of the Executive Committee who wishes to resign office should do so in writing to the Secretary.

g. At all meetings concerned with the business of GCS, members shall accept the ruling preferred by the majority (except where otherwise specifically agreed).

h. A record of attendance at rehearsals shall be kept.

5. <u>Finance, Subscriptions</u>

a. Subscriptions shall be due at the first rehearsal, or in staged payments across the year, as specified by the Executive Committee.

b. All disbursements other than items of petty cash shall be paid by BACS/online or by cheques signed by the Honorary Secretary and Honorary Treasurer, or by such officers as the Executive Committee shall, in special circumstances depute from time to time, for this purpose.

c. The annual report of GCS shall be submitted for external scrutiny to an Independent Examiner or such other investigation as is appropriate for a Society of our size and as the requirements of the Charity Commission determine.

d. The Treasurer shall present the Examined report of the finances of GCS at the Annual General Meeting, and for this purpose GCS's season shall commence from the 1st July each year.

e. GCS 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.

The income and property of GCS whensoever derived shall be applied solely towards promoting the objects of GCS as set forth above and no portion thereof shall be paid transferred either directly or indirectly to any member of GCS except in legitimate expenses incurred on behalf of GCS.

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

6. **<u>Publicity Committee</u>**

Matters concerned with advertising, printing etc. for the promotion of concerts shall be in the hands of the Publicity Committee.

7. **Social Committee**

Social functions organised by GCS shall be in the hands of the Social Committee.

8. Termination of Membership

a. Any member whose musical capabilities, in the opinion of the Executive Committee, do not conform to the high standards set by GCS may be called upon to resign.
b. Any member whose conduct, in the opinion of the Executive Committee, is incompatible with the best interests of GCS, may be called upon to resign.

9. Honorary Vice-Presidents

a. The Executive Committee shall have power to recommend to GCS for election as Honorary Vice-Presidents such persons whose services to music in general and/or GCS in particular they may desire to place on record.
b. Honorary Vice-Presidents shall be entitled to receive all usual communications and reports sent to ordinary members, and shall be invited to attend all Executive Committee and General Meetings of GCS. At committee meetings they shall not have the power to vote, but at General Meetings of GCS they shall have the same voting powers as ordinary members.

10. **Annual General Meeting**

The Annual General Meeting of GCS shall be held on a convenient date between 1st August and 31st October, notification having been made to members at least two weeks prior to the Annual General Meeting, by email, post or in two consecutive meetings (rehearsals) of GCS.

The following business inter alia shall be transacted:

a. The presentation of the Annual Report of the Executive Committee for the past year.
b. Presentation of accounts for the past year.
c. Election of Officers and members of the Executive Committee.
d. Appointment of the Independent Examiner.

11. **Extraordinary General Meeting**

An Extraordinary General Meeting may be called by the Secretary upon a request being submitted and signed by not less than 10 members, who shall state in writing the subject matter of the Agenda for consideration at such meeting, which shall be held not less than fourteen days thereafter. The Secretary shall give notice at two consecutive meetings (rehearsals) of GCS, or by email/post.

12. **Amendments**

The constitution may be amended by a two-thirds majority of the members present at the Annual or Extraordinary General Meeting provided that fourteen days' notice of the

proposed amendment has been sent to all members and provided also that nothing herein contained shall authorise any amendment which shall have the effect of GCS ceasing to be a Charity.

13. **Powers of Investment**

GCS shall have power to invest its funds so that the funds may be held as if the property of an individual member to include the purchase of property anywhere in the United Kingdom and loans on terms to be agreed from to time to time but any such investments shall only be made, changed or finished by a vote in favour of at least two thirds of the Executive Committee.