



# ENFIELD CHORAL SOCIETY

## CONSTITUTION

### 1. TITLE

The name of the Society shall be the ENFIELD CHORAL SOCIETY, hereinafter referred to as the Society. The Society is a Charity registered under the charities Act 1993. (Registered Charity No. 293997).

### 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 choral music in all its aspects by the presentation of public choral concerts and recitals and by such other ways as the Society, through its Committee, shall determine from time to time.

### 3. MEMBERSHIP

3.1 The membership of the society shall be those who pay the annual subscription at the appropriate rate or rates as shall be set by the Committee. Membership of the Society shall be open to all singers over the age of 16 years. A register of members shall be maintained by the Committee.

3.2 Non-singing members may become Friends of the Society on payment of the appropriate subscriptions. The Friends Scheme has been temporarily suspended while a new scheme is developed.

### 4. OFFICERS AND COMMITTEE

4.1 The Officers of the Society shall be Chairman, Secretary, Treasurer, Membership Secretary, Social Secretary, Publicity Officer, Music Librarian and Concert Manager and shall act as the Society's Trustees.

4.2 The management of the Society shall be in the hands of a Committee consisting of the Officers, a representative of Making Music (formerly the National Federation of Music Societies) and up to three additional members, all to be elected at the Annual General Meeting. With the exception of the Making Music Representative each shall hold office for one year and shall be eligible for re-election; the Making Music Representative shall be elected for a term of three years and shall be available for re-election at the end of that term. Nominations for the election of members of the Committee shall be made in writing to the Secretary not less than ten days prior to the Annual General Meeting.



- 4.3 Election to the committee shall be by ballot and the Secretary shall issue a ballot paper containing the names of the candidates to each member. In the event of there being an equal number of votes for more than one candidate, a further ballot shall be held to determine which of such candidates shall be elected.
- 4.4 The Committee shall meet at least once every three months. Additional meetings may be convened as necessary by the Secretary and at each meeting six members shall form a quorum. If votes be equal the Chairman shall have a casting vote.
- 4.5 The Committee shall have power to co-opt and also to appoint such subcommittees as deemed desirable.
- 4.6 The Committee shall have power to make and/or alter the Choir Rules appended to this Constitution. Such rules shall be binding on all members and shall be advised to members at least seven days before coming into force.
- 4.7 The offices of Musical Director, Deputy Musical Director and Rehearsal Accompanist are held at the invitation of the Committee and not elected annually. The Musical Director shall be an ex officio member of the Committee.
- 4.8 The position of President shall be non-executive. The invitation to serve shall be subject to quinquennial review, unless circumstances dictate an earlier review-; the invitation may be extended by agreement. On a change in President, the Committee shall seek the agreement of a simple majority of the membership to its selected nominee for a successor.

## **5. FINANCE**

- 5.1 The financial year of the Society shall be from 1st September to the following 31st August.
- 5.2 A banking account shall be opened in the name of the Society and cheques shall be signed by any two Officers.
- 5.3 The Society may receive subscriptions, donations, grants in aid and financial guarantees and tickets for any or all of its concerts and other events shall be offered for sale to the public.
- 5.4 The income and property of the Society whence so ever 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 or as grants made from the William Bullock Trust (See Choir Rule 3.2).



- 5.5 Each member shall pay an annual subscription determined as in 3.1 above. Differential rates of subscription shall apply with and fulltime students under 25 years of age being entitled to a reduced rate and a separate rate being applied to Friends of the Society. New members shall pay a pro-rata rate depending on their date of joining.
- 5.6 The committee shall maintain a fund to assist members experiencing difficulty in paying the subscription such that they would otherwise have to leave the choir. To maintain confidentiality, this fund will be operated jointly by the Membership Secretary and the Treasurer”.
- 5.6 Subscriptions shall be payable at the commencement of the Autumn Term and any member whose subscription is more than one month in arrears (except by special arrangement with the Treasurer) may be required to forfeit rights of membership.
- 5.7 Proper books of account shall be kept. They shall be examined annually by an Independent Examiner and presented to the members in general meeting within six weeks of the end of the financial year.
- 5.8 Each concert shall be treated as a separate economic unit. An estimate of probable income from all sources, including any grants or sponsorship, together with a budget of expenses shall be prepared by the Treasurer and approved by the Committee. Instrumental accompaniment as required by the Musical Director, and approved by the Committee, shall be engaged subject to the availability of finance.

## **6. GENERAL MEETINGS**

- 6.1 For all General Meeting of the Society members shall be given at least 14 days notice and at all such meetings thirty five shall be a quorum. The notice must specify the date, time and place of the meeting and the general nature of the business to be transacted.
- 6.2 The Annual General Meeting of the Society shall be held within three months, of the end of the financial year.
- 6.3 A Special General Meeting must be called by the Secretary within twenty eight days of the receipt by him or her of a request for such a meeting, which shall specify its purpose, signed by at least ten members.

## **7. AMENDMENTS**

This Constitution may be amended by a two thirds majority of the members present at an Annual General Meeting or Special General Meeting. The Notice convening the meeting shall specify the amendment or amendments proposed, variations to which may be accepted by the Chairman of the meeting, but no other amendment or addition to the Constitution may be discussed. Provided always that no amendment may be made which shall have the effect of the Society ceasing to be a Charity at Law.



## 8. Dissolution

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