

Overton Choral Society Constitution

1. Name

The name of the society shall be The Overton Choral Society, hereinafter referred to as the Choir.

2. Objective

The objective of the Choir shall be to advance, improve, develop and maintain education in, and appreciation of, the art and science of music in all its aspects by any means the committee sees fit, including the presentation of public concerts and recitals, and co-operation and exchanges with other musical organisations.

3. Membership

Membership of the Choir shall be open to any adult who is interested in helping the Choir to achieve its objectives, is willing to abide by the rules of the Choir and willing to pay the subscription.

The Committee of the Choir may appoint as honorary members, persons whom the Choir wishes to acknowledge because of their active interest in the Choir. Honorary members shall not be required to pay an annual subscription and will not have a vote at Annual General Meetings or Extraordinary General Meetings.

The Choir shall maintain a membership list. Each subscribing member shall have one vote at Annual General Meetings and one vote at Extraordinary General Meetings.

The Committee may remove a person's membership if they believe it is in the best interests of the Choir. The member has the right to be heard by the Committee before the decision is made.

4. Equal Opportunities

No individual shall be excluded from membership of the Choir or barred from any official capacity on the Committee on the grounds of sex, race, colour, age, religion, sexual orientation, disability or political affiliation.

5. Management and Officers

The day to day business of the Choir shall be conducted by a Management Committee of the officers and up to four other members of the Choir. The Committee shall meet at least 3 times a year. A written record of each meeting shall be kept. The quorum of the Committee shall be four members of the Committee of whom one must be an officer. Where a matter is voted on, the chairperson, or if not present, the acting chairperson shall have the casting vote in the event of a tie.

The Musical Director shall be an invited attendee of committee meetings; however they shall not have formal membership of the committee and may not vote.

If attendees at a Committee meeting have a conflict of interest they must declare it and leave the meeting while this matter is being discussed or decided.

The Committee may co-opt another member of the Choir as a Committee member provided the maximum number is not exceeded.

The Management Committee may by a two-thirds majority vote and for a good and proper reason remove any Committee member, provided that person has the right to be heard before a final decision is made.

The Officers of the Committee shall be: the Chairperson, the Treasurer, the Secretary and the Membership Secretary.

The officers and committee members shall be elected at the AGM to serve for one year. Outgoing officers and committee members may stand for re-election.

6. Annual General Meeting

The Choir shall hold an Annual General Meeting (AGM) in the month of September. All members shall be given at least fourteen days' notice of the AGM. The quorum for an AGM shall be ten members.

The business of the AGM shall include: receiving reports on the Choir's activities over the year and an outline plan of activities for the forthcoming year, receiving a report on the finances of the Choir, election of officers and other members of the committee, and any other matter as may be decided.

All decisions require a majority. The Committee chairperson, or if not present, the acting chairperson shall have the casting vote in the event of a tie.

7. Extraordinary General Meeting

If the Committee consider it is necessary to change the constitution, or wind up the Choir, they must call an Extraordinary General Meeting (EGM) so that the membership can make the decision.

The Committee must also call an EGM if they receive a written request from the majority of subscribing members and may also call an EGM to consult the membership.

All members must be given 14 days notice and told the reason for the meeting. The quorum shall be 10 members. All decisions require a majority. The committee chairperson, or if not present, the acting chairperson shall have the casting vote in the event of a tie. A record must be kept.

8. Constitution & Rules

This constitution supersedes any previous constitutions. No changes can be made to this constitution except at an AGM or EGM.

The Committee may make reasonable additional rules to help run the Choir. These rules must not conflict with this constitution or the law.

9. Finance and accounts

All monies received by the Choir shall be used solely towards promoting the objectives of the Choir and no portion thereof shall be paid either directly or indirectly to any member of the Choir except in payment of legitimate expenses incurred on behalf of the Choir.

The Choir may receive donations and grants and it may sell tickets for any concerts or other events to members of the public.

In the event of winding up, any money or property remaining after payment of debts must be given to a group with similar purposes to this one and whose rules preclude the distribution of assets amongst its members.

The financial accounts shall be audited or examined to the extent required by legislation or if there is no such requirement, scrutinized annually by a person who is independent of the committee.

The Treasurer shall be responsible for maintaining the Choir's accounts with a bank acceptable to the Committee and shall provide a report on the accounts to the Annual General Meeting for formal adoption.

Date: 1 May 2024