

CONSTITUTION as APPROVED by CHOIR MEMBERS
at THE INAUGURAL MEETING
2ND December 2004
Singers Inspired

CONSTITUTION

1. Name

The name of the choir shall be *Singers Inspired*.

2. Objects

The objects for which the Choir is established are: -

- a) To create a community choir within the Rural and Fenland area around Downham Market
- b) To encourage and facilitate personal creativity through the shared experience of singing together
- c) To share and enrich wider community life through public performance

3. Membership

Membership of the Choir shall be open to anyone, *regardless of age, race, ethnic origin, culture, faith (or none), ability, disability, gender, sexual orientation or identity*, upon payment of an annual subscription of £1. Membership will be restricted to a maximum of 60 people. The Membership Secretary will hold the list of members. In the event of a dispute regarding individual membership the decision of the Choir at a General Meeting will prevail. Acceptance of membership implies agreement to abide by this constitution.

4. Management Committee

- a) The Choir shall be managed by a Management Committee, elected annually by ballot at the Annual General Meeting.
- b) The membership of the Management Committee shall be: -
 - i) the Chairperson, General Secretary, Treasurer and Minute Secretary
 - ii) and three members representing the general membership.

The Musical Director shall have a standing invitation to committee meetings.

- c) The Management Committee shall have powers to co-opt additional members such persons as, in their opinion, are able to render special service.
- d) The Management Committee shall meet as often and make such arrangements for the day to day business of the Choir as they think fit. Decisions involving expenditure over and above normal running costs shall require the agreement of at least 5 members of the Management Committee.
- e) The Minute Secretary shall keep a Minute of all decisions made by the Management Committee. Copies of the Minutes shall be made available to Members at Choir practice.

- f) The ordinary meetings of the Committee shall be open to all Choir Members. The Committee shall provide details of the next meeting to any Member who enquires, but shall not be required to notify the Membership generally of ordinary Committee Meetings. All Members may be present at ordinary Committee meetings but not vote.
- g) The duties of the Committee shall be to safeguard the interests of Choir Members with regard to organisation and financial matters, and to promote the development of the Choir.
- h) Nominations for elections must be presented at the Annual General Meeting and seconded by another Member.
- i) No activity shall be undertaken in the name of the Choir without prior agreement from the Committee.
- j) The Management Committee may, at its discretion, regard as lapsed the membership of any member of the Management Committee who has attended less than two of six consecutive meetings and, in the case of representative members may, after informing the member concerned, invite the Choir to nominate a replacement member.
- k) Any matters not covered by this constitution shall be dealt with by the Management Committee or, if the Management Committee considers necessary, by a General Meeting.

5. Accounts

- a) The Management Committee shall cause to be kept proper accounts of all monies belonging to the Choir and presented to the Annual General Meeting of the Choir.
- b) Neither the Committee as a whole, nor any Member of the Committee, nor any ordinary Member of the Choir shall have any power or authority to commit the Choir nor its Members to any financial obligations in excess of the funds actually held by the Choir.

6. Meetings

- a) The Annual General Meeting of The Choir shall be held in each year at such time (not being more than 15 months after the holding of the preceding Annual General Meeting) and such place as the Management Committee shall determine. At least 21 clear days' notice shall be given in writing to the Members of the Choir and the Management Committee.
- b) The business at the Annual General Meeting shall include the election of the Chairperson, General Secretary, Treasurer, Minute Secretary and three Members representing the general membership, the appointment of an Auditor, the consideration of an Annual Report of the activities of the Choir and the presentation of audited accounts.
- c) Any business to be conducted at the Annual General Meeting should be submitted to the General Secretary in writing no less than 14 days prior to the date of the meeting.
- d) Other General Meetings shall be held at such times as may be determined by the Management Committee. A special meeting of the Management Committee shall be called at 14 days' notice in writing upon the written demand of 10 Choir Members or by the Chairperson of the Committee.
- e) Those entitled to vote at a General Meeting shall be those present at the meeting who are Members as defined in clause 3.
- f) All Members, including Committee Members, shall have one vote at a General Meeting, with the Chairperson having an extra casting vote in the case of a tie.

7. Finance

- a) The income and property of the Choir wheresoever derived shall be applied solely towards the promotion of the objects of the Choir as set forth in this Constitution.
- b) All cheques must be signed in accordance with the Procedure determined by the Management Committee for the purpose.

8. Dissolution

The Choir may at any time be dissolved by a resolution passed by a two-thirds majority of those present and voting at a General Meeting of the Choir of which at least 21 clear days notice shall have been sent to all Members of the Choir and the Management Committee. Such resolutions may give instructions for the disposal of any assets held by or in the name of the Choir, provided that if any property remains after the satisfaction of all debts and liabilities, such property shall be given or transferred to a similar organisation or charity as determined by a majority vote at the General Meeting.

9. Alterations to the Constitution

Alterations to the Constitution shall receive the assent of not less than two-thirds of Choir Members present and voting at a General Meeting. A resolution for the alteration of the Constitution shall be received by the Secretary of the Management Committee at least 21 clear days before the Meeting at which the resolution is to be brought forward. At least 14 clear days' notice in writing of such a Meeting shall be given by the Secretary to Choir Members and shall include notice of the alterations proposed.

Signed

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