

Constitution for Anton Bruckner Choir

1. Name

The name of the Society shall be Anton Bruckner Choir hereinafter referred to as the Society.

2. Objects

The society shall be governed by the law of England and Wales and the object of the Society shall be to advance, improve, develop and maintain public education and appreciation of the art and science of choral music in all its aspects by the presentation of public choral concerts; and for the general purposes of such charitable bodies or for such other purposes as shall be exclusively charitable as the Committee may from time to time decide.

3. Membership

Membership of the Society shall be open to any person interested in furthering the objects of the Society and who has paid the subscription at the appropriate rate or rates as shall be determined by the Committee. Any member who has sung in any one concert in the financial year is deemed a constitutional member.

The Musical Director will choose which members are invited to perform at a particular event, based on his/her judgement of what combination of performers will produce the best performance. Membership does not of itself confer a right to perform in any concerts or other events.

Every member in good financial standing with the Society shall have one vote.

The committee has the power to terminate the membership of any individual, provided that the decision of the Committee (with the exception of (1) the individual concerned if a member of the Committee and (2) any member of the committee making or connected with the complaint against the individual) is unanimous both as to the termination and as to there being good reason for it, and provided that the individual concerned shall have the right to be heard by the Committee, accompanied by a friend if desired, before a final decision is made.

4. Officers and Committee

The management of the Society shall be in the hands of the Committee consisting of the following Officers (Chairman, Secretary, Treasurer and Music Director) and up to five other members: the Officers and the other Committee members shall be elected by and out of the Society's members at the Annual General Meeting; they shall hold office until the next Annual General Meeting and be eligible for re-election.

5. Management

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

6. 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 trading activities and shall conform to any relevant requirements of the law;
- ii) Power to buy, take on lease or in exchange any property necessary for the achievement of the objectives and to maintain and equip it for use;
- iii) Power to 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 its objects and to make any reasonable and necessary provision for the payment of pensions and super-annuation for staff and their dependents;
- 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 as the Committee may think fit;
- viii) Power to do all such other lawful things as are necessary for the achievement of the objects.

7. Meetings and proceedings of the Committee

- i) The committee shall hold at least 2 ordinary meetings each year. A special meeting may be called at any time by the chairman, or by any 2 members of the committee, upon not less than 4 days' notice being given to the other members of the committee of the matters to be discussed but if the matter includes the appointment of the co-opted member then not less than 21 days' notice must be given.
- ii) The chairman shall act as chairman at meetings of the committee. If the

chairman is absent from the meetings, the members of the committee present shall choose one of their number to be chairman before any other business is transacted.

- iii) There shall be a quorum when at least one third of the number of members of the committee for the time being, or three members of the committee (whichever is the greater) are present at the meetings.
- iv) Every matter shall be determined by the majority of votes of the members of the committee present and voting on the question, but in the case of equality of votes, the chairman of the meeting shall have a second or 'casting' vote.
- v) The committee shall keep minutes of the proceedings at the meetings of the committee, and shall ensure that these are stored safely, and that they are available for inspection as required.
- vi) The committee may from time to time make and alter rules of the conduct of their business, the summoning and conduct of their meetings, and the custody of documents. No rule may be made which is inconsistent with this constitution.
- vii) The committee may appoint one or more sub-committees, consisting of three or more members of the committee, for the purpose of making any enquiry or supervising or performing any function or duty which, in the opinion of the committee, would be more conveniently undertaken or carried out by a sub-committee: provided that all acts and proceedings of any such sub-committee shall be fully and promptly reported to the committee.

8. Equal Opportunities

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

9. Finance

- i) The financial year shall end on 31 December.
- ii) A banking account shall be opened in the name of the Society and cheques shall be signed by any two of the Officers.
- iii) The Society shall 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 except in payment of legitimate expenses incurred on behalf of the Society.

10. Annual General Meeting

Within six months of the end of each financial year the members shall be summoned to the Annual General Meeting of which at least 21 days' notice in writing shall be given to all members.

The committee shall present to each AGM the report and accounts of the Society for the preceding year.

Nominations for election to the committee must be made by members of the Society in writing and must be in the hands of the secretary of the committee at least 14 days before the AGM. Should nominations exceed vacancies, an election shall be held.

11. Special (Extraordinary) General Meeting

A Special General Meeting (also known as an Extraordinary General Meetings), of which at least 21 days' notice in writing must be given to members, may be called for by the Committee **or** upon written request to the Secretary signed by at least ten members of the Society. The notice must state the business to be discussed.

12. Procedure at General Meetings

The secretary or other person specially appointment by the committee shall keep a full record of the proceedings at every general meeting of the charity.

There shall be a quorum when at least 10% of the members of the society at the time or 8 members, whichever is the greater, are present at any general meetings.

13. Accounts

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

14. Alterations to the Constitution

The constitution may be altered by a two thirds majority of the members present and voting at any General Meeting, provided that fourteen days notice of the proposed alteration 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.

No amendment shall be made to clause 1 (the name of the charity), clause 2 (the objects), clause 9 1v (distribution of assets), or clause 15 (dissolution), without the prior written consent of the charity commission.

The committee shall send the Charity Commission a copy of any amendment made under this clause.

15. Dissolution

In the event 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 the Society.

Until the first Annual General Meeting takes place the constitution shall take effect as if references in it to the Executive Committee were references to the persons whose signatures appear at the bottom of this document.

All communications described in this Constitution as "in writing" may be delivered by electronic mail where this is available, unless the member concerned has requested paper correspondence in advance.

Signed on behalf of the Society by:

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Chairman

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Music Director

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Treasurer

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Secretary