

WHITSAND HARMONY – CONSTITUTION

1. NAME

The name of the Society shall be Whitsand Harmony, hereinafter referred to as the Society.

2. OBJECTS

The object of the Society shall be to advance, 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 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, in the opinion of the Musical Director (M.D.), can sustain the appropriate harmony line.

New members shall attend as probationers. Full membership shall be confirmed after three months.

Membership of the Society shall be by annual subscription payable following the Annual General Meeting (A.G.M.) Under special circumstances subscriptions shall be payable on a monthly basis, the outstanding amount to be payable by 1st May in that year.

Every member shall have one vote.

The M.D shall have the right to preclude participation in concerts/festivals to those members considered not to have attended sufficient practices.

Dress shall be as required by the Society.

The Committee has the power to terminate the membership of an individual, provided that the decision of the Committee (with the exception of (i) the individual concerned is a member of the Committee and (ii) 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 a Committee consisting of the following Officers:

Chairperson, Vice-Chairperson, Secretary, Treasurer, Events/Publicity Officer, Librarian, Musical Director (ex-officio) and 1 member from each section: soprano, alto, tenor and bass.

A President may be appointed in an honorary capacity at the discretion of the members.

The Officers and other members of the Committee shall be elected by and out of the Society's members at the A.G.M. they shall hold office until the next A.G.M. and be eligible for re-election. Nominations for election to Committee should be given to the secretary prior to the A.G.M., after agreement of the nominee has been obtained. Should nominations exceed vacancies an election shall be held.

5. MANAGEMENT

All the arrangements for the concerts and other events and the control of finance shall be in the hands of the Committee. Music to be purchased from choir funds and to be the property of the choir. Any member leaving shall be required to return all music and choir property within one month.

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 permanent trading activities and shall conform to any relevant requirements of the law.
- (ii) power to buy, take on a lease or in exchange any property necessary for the achievements of the objects and to maintain and equip it for use.
- (iii) power 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) (a) power to appoint an M.D. on whatever terms that may seem appropriate.
(b) power to appoint an Accompanist
- (v) power to co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the objects 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 chairperson (C.P.) or by any 2 members of the committee, upon not less than 4 days notice being given to other members

of the committee of the matters to be discussed but if the matter includes the appointment of a co-opted member then not less than 21 days notice must be given.

- (ii) The C.P. shall act as C.P. at meetings of the committee. If the C.P. is absent from any meeting, the members of the committee present shall choose one of their number to be C.P. 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 a meeting.
- (iv) Every matter shall be determined by a majority of votes of the members of the committee present and voting on the question, but in the case of equality of votes, the C.P. of the meeting shall have a second or 'casting' vote.
- (v) The committee shall keep minutes of the proceedings at meetings of the committee and shall ensure that these are stored safely and that they are available for inspection as required.
- (vi) The committee shall from time to time make and alter rules for 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-committees shall be fully and promptly reported to the committee.

8. EQUAL OPPORTUNITIES

No individual shall be excluded from the membership of the Society or de-barred 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 3 months of the end of each financial year the members shall be summoned to an A.G.M. of which at least 14 days notice in writing shall be given to all members. The committee shall present to each A.G.M. the report and accounts of the Society for the preceding year. Items for the agenda must be with the secretary, not less than 14 days prior to the A.G.M. and all such items must have a proposer and a seconder.

11. SPECIAL (EXTRAORDINARY) GENERAL MEETING

A special general meeting (also known as an extraordinary general meeting), of which at least 14 days notice must be given to members, may be called for by the committee or upon written request to the secretary signed by at least 9 members of the Society. The notice must state the business to be discussed.

12. PROCEDURE AT GENERAL MEETINGS

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

There shall be a quorum when at least 30% of the members of the Society at the time or 9 members, whichever is the greater, are present at any general meeting.

13. ACCOUNTS

The financial accounts shall be scrutinised by a person who is independent of the committee and then submitted to the members at the A.G.M.

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 14 days notice of the proposed alteration has been sent to all.

15. DISSOLUTION

In the event of the Society being wound up, an extraordinary general meeting shall be called. 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 those of the Society.

The committee reviews these annually every January and these are confirmed at the AGM in March.
The committee reviewed this document in June 2025.