

Constitution

Sydenham Singers (London)

Name

1. The name of the Choir shall be Sydenham Singers hereafter referred to as the 'Choir'.

Aims and Objectives

2. The principal aims and objectives of the Choir are:

- To enable residents to enjoy singing and performing music
- To encourage non-singers from across the community to take up singing and performing
- To provide a sense of personal fulfillment and community cohesion through rehearsing and performing together

Powers

3. Sydenham Singers is an independent community organisation that works in association with the charity Sydenham Garden.

In furtherance of the aims and objectives, but not otherwise, the Choir Committee may exercise the power to:

(i) Promote the health and well being of the residents of the area through singing and music, and to work together as residents irrespective of sex, ethnicity, musical competence and religious or political views.

(ii) Invite and receive contributions and raise funds where appropriate to finance the work of the Choir, and to open a bank account to manage such funds.

(iii) Publicise and promote the work of the Choir and organise meetings, training courses, events or seminars etc.

(iv) Work with groups of a similar nature and exchange information, advice and knowledge with them, including cooperation with other voluntary bodies, charities, and statutory and non- statutory organisations.

(v) Employ staff and volunteers (who shall not be members of the Choir Committee) as are necessary to conduct activities to meet the aims and objectives.

(vi) Take any form of action that is lawful, which is necessary to achieve the objects of the Group.

Membership

4. Membership is a vital part of the Choir's activities and accordingly:

(i) Membership shall be open to anyone who has an interest in assisting the Choir to achieve its aims and is willing to adhere to the rules of the Choir.

(ii) Where it is considered membership would be detrimental to the aims and activities of the Choir, the Choir Committee shall have the power to refuse membership, or may terminate or suspend the membership of any member by resolution passed at a meeting. Members shall have the right to appeal via an independent adjudicator determined by mutual agreement of the Choir Committee.

Choir Committee

5. The Choir shall be administered and managed by a Choir Committee of no less than three (3) people and no more than six (6), who must be at least 18 years of age. Members will be elected at the AGM with two members of the Committee standing down, in rotation, each year. One or both of the members who stand down at the AGM may be re-elected if insufficient replacements are nominated in writing to the Secretary prior to the AGM. The Choir Committee shall have the power to invite the attendance at its meetings of interested parties and to co-opt individuals to the Committee in a non-executive capacity.

Officers

6. At its first meeting after the AGM the Choir Committee shall elect from amongst its number the following officers:

The Chair
The Treasurer
The Secretary

and any additional officers the Committee may deem necessary from time to time in order to carry out its activities or to further the general aims and objects of the Choir.

Meetings

7. The Choir Committee shall conduct meetings on the following basis:

(i) The Committee shall meet at least three times a year, ideally before the start of each term. Meetings shall enable the Committee to discuss actions and monitor progress to date, and to consider future developments.

(ii) All members shall be given at least fourteen (14) days' notice of when a meeting is due to take place, unless it is deemed to be an emergency meeting.

(iii) Two-thirds of Committee members must be present for a meeting to take place.

(iv) It shall be the responsibility of the Chair to conduct all meetings or a designated deputy in his/her absence. All meetings must be Minuted with the signed record thereafter accessible to interested parties.

(v) The AGM shall take place no later than three months after the end of the financial year. At least fourteen (14) days' notice must be given before the meeting takes place.

(vi) All members are entitled to vote at the AGM. Voting shall be made by a show of hands on a majority basis. In the case of a tied vote, the Chair or an appointed deputy shall make the final decision.

Finance

8. The finances of the Choir will be managed as follows:

(i) Any money acquired by the Choir, including donations, contributions and bequests, shall be paid into an account operated by the Choir Committee in the name of the Choir. All funds must be applied to the objects of the Choir and for no other purpose unless approved by the membership at an AGM.

(ii) Bank accounts shall be opened in the name of the Choir. Any deeds, cheques etc. relating to the Choir's bank account shall be signed by at least two (2) of the following committee members: Chair; Treasurer; Secretary.

(iii) Any income/expenditure shall be the responsibility of the Treasurer who will be accountable to ensure funds are used effectively and that the Choir stays within budget. Official accounts shall be maintained, and an annual financial report shall be presented at the AGM. The Choir's accounting year shall run from 06 April to 05 April.

Alterations to the Constitution

9. The Constitution may be altered providing that:

- (i) Any changes to the constitution are agreed by a majority vote at a Special General Meeting.
- (ii) Amendments to the constitution or the proposed dissolution of the Choir must be conveyed to the Secretary formally in writing. The Secretary and other officers shall then decide on the date of a Special General Meeting to discuss such proposals, giving members at least four weeks (28 days) notice.

Dissolution

10. The Choir may be dissolved if deemed necessary by the members in a majority vote at a Special Meeting. Any assets or remaining funds after debts have been paid shall be returned to their providers or transferred to local charities or similar groups at the discretion of the Choir Committee.

Adoption of the Constitution

This constitution was adopted at a Foundation Meeting of the Choir held at Sydenham Garden on 12 November 2012.

Signed: Chair

Signed: Treasurer

Signed: Secretary

Signed: Member

Signed: Member