



CONSTITUTION

1. Definitions & Interpretation

- 1.1 The '**Ambitions**' are its aspirations, goals and the reasons for the Society's creation and continued existence.
- 1.2 The '**Annual Membership Fee**' means the annual fee determined by the Management Committee payable in full by any person becoming or remaining a member of the Society during that Society's financial year.
- 1.3 The '**Code of Conduct**' is the document approved by the Society's Management Committee specifying the minimum standard of behaviour expected of its members.
- 1.4 A '**Guest**' of the Society means an individual or group of individuals invited by the Society's Management Committee to speak and/or perform for the benefit of the Society.
- 1.5 The '**Management Committee**' means the group of members of the Society assembled to run the Society in accordance with its ambitions.
- 1.6 A '**Member**' of the Society is a person who has paid-up the current Annual Membership Fee owing by them at any one time and who observes the Society's Constitution, Code of Conduct and any other documentation laid down by the Society's Management Committee as agreed at any General Meeting.
- 1.7 A '**Member of the Management Committee**' means any one of the following individuals:
 - (a) Chairman
 - (b) Vice Chairman
 - (c) Members Representative

- 1.8 Words importing one gender include all other genders, words importing the singular include the plural and vice versa.
- 1.9 References in this constitution to any clause sub-clause or schedule without further designation shall be construed as a reference to the clause sub-clause or schedule to this constitution so numbered.
- 1.10 The Clause and Paragraph headings do not form part of this Constitution and shall not be taken into account in its construction or interpretation.

2. Society's Name

- 2.1 The name of the Society is the '**Northamptonshire Classical Guitar and Lute Society**' (abbreviated where relevant to 'NCGLS'), referred to hereafter in this Constitution as "the Society".

3. The Society's Ambitions

- 3.1 In line with its Mission Statement, the Society's ambitions are to:
 - 3.1.1 promote the classical guitar and lute within the county of Northamptonshire and where possible outside of Northamptonshire,
 - 3.1.2 provide opportunities to amateur, student and professional classical guitarists and lutenists, in addition to non-playing classical guitar and/or lute enthusiasts, to interact socially and musically in a friendly, supportive and inclusive environment,
 - 3.1.3 create, nurture and further an interest in the classical guitar, lute and any related classical musical instrument,

4. Meetings, Concerts and Other Events

- 4.1 It is proposed that, subject to a suitable time and funding being available, the Society will hold the following events:

- (a) regular meetings for its members, providing an open podium for all willing attendees to perform in front of a friendly, supportive audience
- (b) an annual concert series to include at least:
 - (i) one solo recital,
 - (ii) one ensemble performance,
 - (iii) one student concert.
- (c) any other events either musically based or otherwise intended for the enjoyment of its members and/or for raising funds to further the Society's aforementioned ambitions.

4.2 Wherever possible the Society also hopes to offer its interested members:

- (a) lectures (on a range of associated topics),
- (b) workshops (including 'taster' sessions for beginners), and/or
- (c) masterclasses (for intermediate and more advanced members).

although these may be outside the annual Membership Fee and therefore subject to additional funding by those attending.

5. Membership of the Society

- 5.1 Membership is open to all persons who under the law have reached the age of majority (those aged 18 or over) provided and so long as they have paid in full the Society's Annual Subscription Membership Fee and comply with the Society's Constitution, Code of Conduct and any other document passed by the Society's Management Committee and circulated to its members from time to time.
- 5.2 No adult shall be refused membership to the Society on the grounds of their age, race, colour, creed, religion, gender, sexual preference, impairment or disability SAVE for the conditions given in Clause 5.1 above.
- 5.3 The Society's Annual Subscription Membership Fee is set and, where it considers it necessary, reviewed and increased or decreased by the Society's Management Committee at its Annual General Meeting.

- 5.4 Each fully paid-up Member shall be entitled to attend the Society's monthly/bi-monthly meetings SAVE for concerts and other events to which an admission charge may be payable.
- 5.5 One fully paid-up member will be elected by the other members to serve on the Management Committee.
- 5.6 Upon each successful first application for membership to the Society and where changes are made to any such document, all members will receive a copy of the up-to-date Constitution and Code of Conduct.

6. Suspension, Refusal or Termination of Membership

- 6.1 The Society's Management Committee shall be entitled to:
 - 6.1.1 refuse any application for membership to the Society on the grounds that such admission would be prejudicial or detrimental to the Society's ambitions or the safety or enjoyment of its existing members collectively or in exceptional circumstances individually.
 - 6.1.2 refuse renewal of any existing or expired membership or terminate or suspend any existing membership where it is considered appropriate to the protection and/or observance of the Society's ambitions or the safety or enjoyment of its members collectively or individually SAVE THAT:
 - 6.1.2.1 the member or person being stripped of their membership shall have the right to be heard by the full Management Committee before such a decision is taken.
- 6.2 The Management Committee shall inform the member in writing of any decision to terminate their membership.
- 6.3 Once membership has been fully paid for the year a member who wishes to resign their membership of the Society for whatever reason shall have no right to reclaim any of their Annual Subscription Membership Fee either from the Society itself or personally from the members of the Society's Management Committee collectively or individually SAVE THAT:

6.3.1 the Society's Management Committee has the discretionary power to return either all or some of the exiting members previously paid Annual Subscription Membership Fee where it feels it is appropriate to do so.

7. General Meetings

7.1 Annual General Meeting (AGM)

7.1.1 The AGM shall be held each year at such time and place as determined by the Management Committee at approximately twelve monthly intervals but at no more than fourteen months after the date of the previous AGM. Each AGM will contain the following business being conducted:

- (a) Receive and confirm the minutes of the previous AGM,
- (b) Presentation of the Society's financial accounts for the year,
- (c) Presentation of the Society's projected financial situation and the setting of the Annual Subscription Membership Fee and any other appropriate fee for the forthcoming year,
- (d) Presentation of the Chairman's annual report,
- (e) Any other business brought before the meeting which has been submitted in writing to the Secretary not less than seven days prior to the AGM and any other business deemed relevant by the Chairman.

7.2 Extraordinary General Meeting (EGM)

7.2.1 An EGM may be called upon the written demand of:

- (a) 33% of the membership,
- (b) 2/3 majority of the Management Committee.

7.2.2 Notice for and confirmation of the reason for any EGM will be made to the Society's Members not less than 14 days prior to that EGM.

8. Rules for General Meetings

- 8.1 All votes shall be determined by a simple majority. In the event of a tied vote, the Chairman may exercise a casting vote.
- 8.2 The Secretary shall keep the minutes of each meeting and record all proceedings and resolutions made at each meeting.

9. Members of the Management Committee

- 9.1 The Management Committee will consist of the following Officers:
 - (a) Chairman
 - (b) Vice Chairman
 - (c) Members Representative
- 9.2 All the above shall be entitled to one vote each at General Meetings.
- 9.3 The Management Committee may appoint any sub-committees it may deem necessary to deal with the matters of the Society, until the conclusion of the following AGM. The proceedings of any such sub-committee shall report to the Management Committee by a representative elected by that sub-committee.

10. Rules of the Management Committee

- 10.1 The Chairman shall chair the meeting, or in their absence a nominee from the Management Committee.
- 10.2 The Secretary shall give fourteen (14) days notice of any meeting of the Management Committee, except when:
 - (a) the date of the meeting had been agreed at the previous management meeting, in which case seven (7) days notice shall be given.
 - (b) in an emergency the Chairman may call a meeting at four (4) days notice.

- 10.3 All members of the Management Committee as listed at Clause 9.1 shall be entitled to vote.
- 10.4 All votes shall be determined by a simple majority. In the event of a tied vote, the Chairman may exercise a casting vote.

11. Finance

- 11.1 The income and property of the Society, however derived, shall be applied solely towards the Society's ambitions, as set out in Clause 3 of this Constitution.
- 11.2 The Society shall have the power to raise money by means of an Annual Membership Fee as determined by the Management Committee at the Annual General Meeting.
- 11.3 All monies shall be lodged in a bank account in the name of the Society.
- 11.4 The financial year of the Society shall run from the first day of September to the last day of August of each calendar year.

12. Amendments to the Constitution

- 12.1 The Constitution may be amended at any time by a 2/3 majority of the Management Committee.

13. Dissolution of the Society

- 13.1 Any resolution to dissolve the Society may be passed at any General Meeting provided that:
- (a) the terms of the proposed resolution are received by the Secretary at least forty two (42) days before the meeting at which the resolution is to be brought forward, and that
 - (b) at least twenty eight (28) days of the proposed resolution shall be given in writing by the Secretary to all members, and that

- (c) such a resolution shall receive the assent of two thirds of those present and entitled to vote.

13.2 Upon dissolution of the Society, after all Society and Trustee liabilities have been met and cleared, all remaining financial and material assets shall be given or transferred to a local charity at the discretion of the Management Committee.

14. Declaration

14.1 It is hereby certified that this document represents a true and most up-to-date version of the Constitution of the Northamptonshire Classical Guitar and Lute Society and completely replaces any existing Constitution that predates it.