

# GUILD FORD PHILHARMONIC CHOIR

Registered as a Charity no. 1026337

## CONSTITUTION

Adopted 26th April 1993

### 1 TITLE

The Guildford Philharmonic Choir forms part of the music scheme of the Guildford Borough Council. The name of the Choir shall be the Guildford Philharmonic Choir.

### 2 OBJECTS

To advance public education and appreciation of choral music in all its aspects in particular by the presentation of public concerts and by such other means as the Committee shall determine in consultation with Guildford Borough Council. In furtherance of the said objects but not further or otherwise the Committee may exercise the following power:

To provide a chorus for the Guildford Philharmonic Orchestra.

### 3 MEMBERSHIP

The membership of the Choir shall be those aged 18 years or over who pay the annual subscription at the appropriate rate or rates as shall be determined by the Committee, all subscriptions being payable in advance, and (in the case of performing members) who shall provide such evidence of musical ability as the Chorus Master shall require.

### 4 PRESIDENT and VICE-PRESIDENT

The Choir may appoint a President and a Vice-President for a period of five years subject to reappointment for similar or lesser periods thereafter.

### 5 OFFICERS and COMMITTEE

The management of the Choir shall be in the hands of a Committee consisting of four officers: Chairman, Secretary, Treasurer and Membership Secretary, and four additional members. The Committee shall be elected by and out of the Choir's members at the Annual General Meeting. Officers shall be elected for specific posts. The Committee shall be able to co-opt additional members of the Choir onto the Committee to fill vacancies and to assist the Committee when required. In addition, the members of each voice part shall elect a Part Representative who is not a Committee member but will report to the Membership Secretary.

Committee members shall hold office for one year and be eligible for re-election, with the exception that the two Committee members who have served for the longest continuous period shall not be eligible for re-election, but this shall not apply when the period is less than three complete seasons. Should there be more than two members qualifying for retirement under this rule, the two retiring members shall be decided by agreement amongst those concerned.

### 6 CHORUS MASTER and ACCOMPANIST

The appointment of Chorus Master is made on an annual basis by the Guildford Borough Council on the recommendation of the Choir. The Accompanist is appointed on an annual basis by the Choir on the recommendation of the Chorus Master. Neither the Chorus Master nor the Accompanist shall be a member of the Choir.

### 7 MANAGEMENT

The management of the Choir and the control of finance shall be in the hands of the Committee, whilst Guildford Borough Council shall be kept fully informed. Guildford Borough Council may send a representative to Committee meetings. Minutes shall be kept of all Committee meetings and a copy lodged with the Guildford Borough Council.

## **8 FINANCE**

- i) The financial year shall end on 30th April.
- ii) A banking account shall be held in the name of the Guildford Philharmonic Choir and cheques shall be signed by any two Committee members who have been nominated to the Bank
- iii) The Choir may 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 Choir shall be applied solely towards promoting the objects of the Choir as set forth above and no portion thereof shall be paid or transferred either directly or indirectly to any member or members of the Choir except in payment of legitimate expenses incurred on behalf of the Choir.

## **9 ANNUAL GENERAL MEETING**

Within six weeks of the end of each financial year the members of the Choir shall be summoned to an Annual General Meeting of which at least fourteen days notice in writing shall have been given.

## **10 AUDITED ACCOUNTS**

The financial accounts shall be audited and submitted to the members at the Annual General Meeting, at which time an Auditor shall be appointed for the forthcoming year.

## **11 DISSOLUTION**

In the event of the Choir being wound up any assets remaining upon dissolution after payment of proper debts and liabilities shall be transferred to a charitable institution or institutions having similar objects to those of the Choir.

## **12 AMENDMENTS**

- i) Subject to ii) below, the constitution may be amended by a two-thirds majority of members present at an Annual or Special General Meeting, provided that fourteen days notice of the meeting and the proposed amendments has been sent to all members and provided that nothing therein contained shall authorise any amendment which shall have the effect of the Choir ceasing to be a charity.
- ii) The Objects of the Choir shall not be amended without the prior approval of Guildford Borough Council.

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