

WARWICK COMMUNITY BAND

(WCB)

CONSTITUTION – MARCH 2010

1/ Name

The name of the organisation shall be Warwick Community Band (“WCB”)

The Mayor of Warwick will be the band President.

Ethos

The band will provide a platform for members of the public to work and come together in one intergenerational activity.

The members can be of any musical standard, no auditions will take place.

Members will meet together play and enjoy music, and to be able to give public performances.

The band will not be competitive (competition involves many hours of practice, and can often exclude’s the weaker player.)

The band will play instantly recognized music that will be entertaining to the majority audience.

2/ Administration

WCB shall be administered, and managed in accordance with this constitution by the members of the Management Committee constituted by clause 6 (see below)

The day to day control shall be in the hands of the Chairman and Vice Chairman.

3/ Objects

The objects of the organization shall be to promote, improve, develop, and maintain public education in and appreciation of the art and science of music, by giving public performances, and by such means as the organization through its management committee shall determine from time to time.

4/Powers

In furtherance of the objects but not otherwise the Management Committee may exercise the following powers:

- (a) Power to raise funds and invite and receive contributions provided that in raising funds the Manage Committee shall not undertake any substantial permanent trading activities, and shall conform to any relevant requirements of the law.
- (b) Power subject to any consents required by law to purchase, sell lease or dispose of the property of WCB as necessary for the proper pursuit of the objects.
- (c) Power to employ such staff (who shall not be members of the Management Committee) as are necessary for the proper pursuit of the objects.
- (d) Power to co-operate with other organisations operating in furtherance of the objects, and to exchange information and advice with them.

5/ Membership

Membership is open for all local members of the public. (Locality and age restrictions can be enforced by the management committee.) All members must be considered able or potentially able to contribute towards the objects of the organisation, and have paid the membership fee laid down by the management committee.

The Management Committee may suspend or terminate membership if they are of the opinion that a member is acting or acted, whether on the Band premises or elsewhere contrary to the interest of WCB or in a manner injurious to its reputation. The individual concerned shall have the right to be heard by the Management Committee accompanied by a friend. The decision to reinstate or terminate membership shall be taken by the vote, and shall be final and conclusive.

- Types of membership.....Playing members
-Administration members
-Supporter members

The Membership Secretary shall keep a record of all members of WCB, and any WCB equipment in their possession...

6/ Management Committee

The Management Committee shall consist of the Chairman, Vice Chairman, Secretary, Membership Secretary, Treasurer, plus 5 playing members. One member may be under the age of 18 years to represent the views of the junior members. At least 75% of the Management Committee must be resident in Warwick. All members must retire from office at the AGM, they may be re-elected.

7/ Meetings and proceedings of the Management Committee

The Management committee will meet not less than two times in the year. The Chairman or Vice Chairman plus treasurer, and secretary, must be present at all meetings. A quorum of one half of the committee is required but must include playing members. Every matter shall be determined by a majority of votes. The Chairman or Vice Chairman having a casting (second) vote in the case of equality of votes. The Secretary shall keep minutes to record the proceedings of the Management Committee.

8/ Accounts, Receipts, Expenditure

The financial year end shall be the 31st December. A bank account in the name of "Warwick Community Band" shall be managed by the Treasurer for all receipts and expenditure. Two signatures from the WCB Management Committee will be required on all cheques. The treasurer shall prepare accounts for the Management Committee meetings, and for the final accounts at the AGM.

9/ Property

The Management Committee will be responsible for insuring that all WCB property is insured and maintained in a good order. A stock take of property will take place once a year the findings of which will be available at the AGM. No member of the Management Committee shall acquire any interest in WCB property. All WCB property must be returned upon a member's resignation, members a liable for loss or damage.

10/ Annual General Meeting

All members will be given, in writing, notice of the Annual General Meeting, and of the business, twenty one days before the date. The date shall be not more than fifteen months after the previous Annual General Meeting. A quorum at the Annual General Meeting shall be one third of the membership.

The business shall include:

The consideration of annual report of the work done by the or under the auspices of the Management Committee,

- (a) Secretary report
- (b) Treasurer report
- (c) Supporters report
- (d) The appointment of Auditors.
- (e) Election of the Management Committee
- (f) The outgoing Chairman of the Management Committee can act as Chairman for the Annual General Meeting if the Mayor of Warwick or Deputy is not available.

- (g) All nominations and business to be notified to the Secretary, in writing 21 days prior to the Annual General Meeting.
- (h) All fully paid up members are allowed to vote.
- (i) The Secretary shall keep a full record of proceedings at every General Meeting.

11/ Alterations to the Constitution

The constitution may be altered by a resolution passed by not less than two thirds of the members present, and voting at a General Meeting. No amendments may be made to clause 1 (Name) Clause 3 (Objects) and clause 6 (Management Committee). The notice of the General Meeting must include notice of the resolution, setting out the terms of the proposed alteration.

12/ Special General Meeting (SGM)

The Management Committee may call an SGM at any time if at least 10 members request such a meeting in writing stating the business to be considered. The secretary shall give 21 days' notice of the purpose of the meeting to all members who shall be entitled to attend and vote.

13/ Complaints and Suggestions

All complaints and suggestion by members shall be referred by the Secretary to the management committee for consideration, all complaints or suggestions must be in writing and not through a third party.

14/ Procedures

No member shall enter into correspondence in the name of the organization with any outside body, press, internet, without the permission of the Management Committee.

No member shall organise or undertake any fundraising activity without the permission of the Management Committee.

15/ Equal Opportunities and Child Protection

WCB shall have appropriate equal opportunity and child protection policies for the proper pursuit of its objects. The Management Committee will nominate a WCB Child protection officer from its membership.

16/ Dissolution

If the Management Committee decides that it is necessary or advisable to dissolve WCB, it shall call an SGM of the membership in accordance with clause 12. If the proposal is confirmed by a two thirds majority of those present and voting, then the Management Committee shall have the power to realise any assets held by or on behalf of WCB for the satisfaction of any proper debts and liabilities.

Any remaining assets shall be placed with the Warwick Town Council for allocation to other local organisations with similar objects to WCB.

17/ Arrangements until first AGM

Until WCB first AGM takes place this constitution shall take effect as if references in it to the Management Committee were references to the persons whose signatures appear at the bottom of this document.

Chairman

Signed _____ Name _____ Dated _____
Address _____

Treasurer

Signed _____ Name _____ Dated _____
Address _____
