

THE SILCHESTER PLAYERS CONSTITUTION

NAME

1. The name of the Society shall be “The Silchester Players” (hereinafter called “the Society”).

OBJECTS

2. The objects of the Society are:
 - a) To promote the pleasure and enjoyment of Silchester Village and local communities in general;
 - b) To organise play readings;
 - c) To produce plays and any other forms of entertainment for public viewing;
 - d) To promote the interests of drama;
 - e) To provide for social intercourse of members;
 - f) To establish a good working relationship with other drama groups;
 - g) To support one or more charities, any such donation being at the absolute discretion of the Executive Committee.

THE EXECUTIVE COMMITTEE

3. The Executive Committee
 - a) The Society shall be managed by an Executive Committee (hereinafter called “the Committee”) not exceeding twelve members.
 - b) At their first meeting following the Annual General Meeting the Committee shall elect from amongst its members an Honorary Chairman, Honorary Secretary and Honorary Treasurer (hereinafter called “the Chairman”, “the Secretary” and “the Treasurer” respectively).
 - c) The Committee shall have power to fill any vacancies which might occur and to co-opt to the Committee any member or members not exceeding three for any specific purpose.
 - d) The Committee shall be elected at the Annual General Meeting in each year and, subject to termination of office by resignation or otherwise, shall remain in office until their successors are elected at the Annual General Meeting next following their election.
 - e) The retiring members of the Committee shall be eligible for re-election but no member shall serve as Chairman for more than three consecutive years at any one time.
 - f) The Committee shall meet from time to time but not less than six times in any one financial year.
 - g) The Committee shall have power to appoint such sub-committees as are deemed necessary. Both the Chairman and Secretary shall be ex-officio members of all sub-committees.
 - h) The Committee shall have power to manage the business and funds of the Society as they think fit.
 - i) The committee shall be empowered to establish such rules or guidelines as shall be necessary for the day to day running of the Society.
 - j) Any Committee member who fails to attend at least fifty per cent of the Committee meetings held between his or her appointment to the Committee and the next Annual General Meeting shall not be eligible to serve on the Committee for the following year.

CHAIRMAN

4. At all General and Committee meetings the Chairman of the Committee shall preside. If the Chairman is not present within ten minutes after the time appointed for the meeting the meeting shall choose its own Chairman from the members present but only for the duration of that meeting.

SECRETARY

5. The Secretary:
 - a) the Secretary shall record in a minute book the proceedings of General meetings which shall be open to reasonable inspection by any member who shall make any such request in writing to the Committee.
 - b) The Secretary shall record in a minute book the proceedings of Committee meetings.

TREASURER

6. The Treasurer shall maintain proper records of account which shall be available for inspection by any member at any reasonable time.

AUDITOR

7. At every Annual General Meeting one person not being a member of the Society shall be elected to serve as auditor for the ensuing year. Should a vacancy occur in the office of auditor during the year a replacement shall be selected by the Committee.

SUBSCRIPTIONS

8. Subscriptions
 - a) The financial year shall run from June 1st in each year until May 31st in each succeeding year to which date the accounts of the Society shall be balanced.
 - b) The annual subscription shall become due on July 1st in each financial year.
 - c) The annual subscription and any reduction therein shall be fixed at the Annual General Meeting or any special General meeting called for that purpose.
 - d) Any person joining the Society after January 1st in any year need only pay half the appropriate subscription.
 - e) The Committee shall have a discretion to waive any subscription or part thereof.

MEMBERSHIP

9. Membership
 - a) Membership shall be open to any person interested in the objects of the Society.
 - b) All applications for membership shall be made in writing, signed by the applicant whose election shall be at the discretion of the Committee.
 - c) Immediately upon the election of a candidate, notice thereof shall be given to him/her in writing and he/she shall be given access to the Society's Constitution (or provided with a paper copy on request) and a request to remit to the Treasurer of the Society the appropriate joining fee and subscription within twenty-eight days from the date of such request.

DEFINITION OF "MEMBER"

10. Definition of "Member"
 - a) Only members shall be entitled to vote and to stand for election to the Committee at General Meetings.
 - b) Only members shall be entitled to participate in any stage production.
 - c) A "member" shall be a person who has paid his/her current subscription for the financial year or part thereof in which any such General Meeting or stage production shall take place.

EXPULSION OF MEMBERS

11. Expulsion of Members
 - a) The Committee shall have the power to expel any member of the Society who shall offend against the Rules or Guidelines of the Constitution of the Society or whose conduct shall in the opinion of the Committee render him/her unfit for membership of the Society.
 - b) Before any such member is expelled, the Secretary shall give the member seven days written notice to attend a meeting of the Committee and shall inform the member in writing of all complaints against him/her.
 - c) No member shall be expelled without first having an opportunity of appearing before the Committee and answering the complaints nor unless at least two-thirds of the Committee then present vote in favour of the expulsion of that member.

FAILURE TO TAKE UP ELECTION

12. Failure to Take up Election

- a) Upon payment of the appropriate subscription a member will become entitled to all the benefits and privileges of membership and shall be bound by this Constitution.
- b) Any person may be reinstated at any time, at the discretion of the Committee, upon payment of a rejoining fee and all arrears of subscription(s).

HONORARY LIFE MEMBERS

13. Honorary Life Members

- a) The Committee shall have power to elect as Honorary Life Member, without payment of any further subscription, any member of not less than ten years standing who shall in the opinion of the Committee have rendered exceptional services to the Society.
- b) Such election shall not take effect unless and until confirmed at the Annual General Meeting next following the date of such election.
- c) There shall not be more than ten Life Members at any one time.

PATRONS

14. Patrons

- a) Patronage shall be open to any person interested in giving financial support to the Society but not wishing to be an active member.
- b) Patrons may attend General Meetings but may not vote nor stand for Committee.
- c) Patrons shall be known as “Friends of Silchester Players” and shall be entitled to such privileges as the Committee shall, in its discretion, decide.

ANNUAL GENERAL MEETINGS

15. Annual General Meetings

- a) A general meeting of the Society shall be held in every year not later than June 30th to transact the following business:
 - i) To receive and, if approved, to adopt a statement of the Society’s accounts to the end of the preceding financial year;
 - ii) To receive reports of the Society’s activities during the preceding financial year from the Chairman, Secretary and Treasurer;
 - iii) To elect the Executive Committee;
 - iv) To fix subscriptions fees;
 - v) To appoint an Auditor;
 - vi) To consider and, if approved, sanction any duly made alterations to the Constitution;
 - vii) Any other business.
- b) Nominations for the Executive Committee must be received in writing (including email) by the Secretary not less than five days before the date of the Annual General Meeting.
- c) Notice convening the Annual General Meeting shall be sent to the members not less than twenty-one days before the meeting and shall specify the matters to be dealt with.

SPECIAL GENERAL MEETINGS

16. Special General Meetings

- a) A Special General Meeting may be convened at any time by the Committee and shall be convened within twenty-one days from the receipt by the Chairman of a written request signed by not less than ten members specifying the object of the meeting for any of the following purposes:
 - i) To consider and, if approved, sanction any duly made alterations to the Constitution;
 - ii) To deal with any special matters which the Committee may desire to place before the members;

- iii) To receive the resignation of the Committee or to remove any member or members thereof from office and to fill any vacancy or vacancies caused thereby;
 - iv) To deal with any special matters which the members who require the meeting to be called desire to place before the Society.
- b) Notice convening a Special General Meeting shall be sent to the members not less than fourteen days before the meeting and shall specify the matters to be dealt with.

QUORUM

17. Quorum

- a) At Committee meetings five members shall form a quorum.
- b) At general meetings ten members shall be a quorum except pursuant to paragraph 24.
- c) Any person or persons shall be entitled to attend general meetings but unless they are members they shall not be entitled to vote nor shall they be counted as part of the necessary quorum.

ADJOURNMENT OF GENERAL MEETINGS WHEN NO QUORUM

18. Adjournment of General Meetings when No Quorum

- a) If within half an hour from the time appointed for any general meeting convened at the request of the members under paragraph 16 hereof a quorum is not present the meeting shall be dissolved.
- b) In any other case the general meeting shall stand adjourned to the same day in the following week at the same time at such place as those members present shall agree.
- c) If a quorum is not present within half an hour of the time appointed for the adjourned meeting, the members present shall form a quorum.

ADJOURNMENT OF GENERAL MEETING

19. The Chairman of any general meeting may, with the consent of the meeting, adjourn the meeting from time to time and from place to place, but no business shall be transacted at any adjourned general meeting other than the business left unfinished at the general meeting from which the adjournment took place.

VOTING AT GENERAL MEETINGS

20. Voting at General Meetings

- a) At all general meetings of the Society every member shall be entitled to be present and to give one vote and no more upon every question provided that in the case of equality of votes, the Chairman of the general meeting shall have a second or casting vote.
- b) Voting at general meetings shall be by show of hands or otherwise as the Chairman may direct, save:
 - i) Contested elections of members to serve on the Committee, and;
 - ii) The expulsion of any member.
- c) All questions shall be decided upon a simple majority save for any general meeting called pursuant to paragraphs 23 and 24 hereof.

PRESENCE OF MEMBER

21. No member shall be entitled:

- a) To vote unless he or she is present at any general meeting which may take place;
- b) To be nominated to serve on the Committee unless he/she has previously indicated in writing a willingness to be eligible for election.

INSURANCE

22. The Society shall insure in the name of "The Treasurer of the Silchester Players":

- a) Its property, effects or any for which it is responsible;

- b) The personal effects of members of the Society whilst actually being used in connection with one of the Society's productions;
- c) Against third party claims.

AMENDMENTS TO CONSTITUTION

23. This Constitution may from time to time be revoked, altered or added to by a resolution passed at a general meeting of the members of the Society by a majority of at least two-thirds of the members present being members entitled to vote.

DISSOLUTION OF SOCIETY

24. Dissolution of Society

- a) If at any general meeting a resolution for the dissolution of the Society shall be passed by a simple majority of the members present, a special general meeting of the Society shall be called.
- b) Such special meeting shall be held not less than six weeks thereafter of which not less than four weeks' written notice shall have been given to each member.
- c) A quorum at such special general meeting shall be two-thirds of the members.
- d) If the resolution shall be confirmed by a resolution passed by a majority of three-quarters of the members then present and voting thereon, the Committee shall forthwith, or at such future date as shall be specified in such resolution, proceed to realise the property of the Society and, after due discharge of all liabilities, the money remaining shall be disposed of as the meeting shall decide.