

Rules and Constitution of the **Rackheath Players**

1. TITLE

The name of the group shall be the Rackheath Players hereinafter referred to as the Players.

2. OBJECTIVES & SCOPE

The objectives of the Players shall be to promote the arts of drama and music through performance of plays, pantomimes and musical shows to the public and to improve the skills and knowledge of its members through play readings, demonstrations, discussions, etc. Whilst a number of sections may, from time to time, exist under the auspices of the Players the administration and financial control will ultimately remain with the Players.

3. MEMBERSHIP

Membership and involvement will be open to all above the age of nine years without prejudice.

The Society shall consist of: -

- (a) Full members – those who have paid any subscriptions required of them and are over the age of 16.
- (b) Junior members - those who have paid any subscriptions required of them and are under the age of 16.
- (c) President and Vice-Presidents who, as past members have been recognised by the membership as making an outstanding contribution to the Players' progress.

Full members will be able to vote at an Annual General Meeting (AGM) or an Extra-ordinary General Meeting (EGM)

Rates for the forthcoming year shall be decided at the AGM. If required any changes can be deferred for further investigation for adoption at an EGM

Subscriptions become due for payment immediately after the AGM. Only paid up members will be considered for inclusion in productions.

New Members joining during the year will pay a subscription appropriate to the time of the year and the number of productions remaining - the rate to be agreed by the Committee. Members leaving the group during the year will not have subscriptions refunded unless there are special circumstances.

The committee has the right to rescind membership and refuse renewal of any member whose conduct or behaviour has, in the view of the membership, been to the detriment of the Players reputation.

4. OFFICERS AND COMMITTEE

The management of the Players shall be in the hands of a Committee consisting of a Chairman, Secretary, Treasurer (all ex officio) and 6 other full members of the Players who will meet as required.

A quorum shall be 4 members of the committee.

All members of the committee will stand down at the AGM whereupon nominations will be received for the posts of Chairman, Secretary and Treasurer. If required, an election will take place.

Once these posts are filled nominations will be received for the remaining six committee posts.

If required, an election will take place.

Committee vacancies that occur during the membership year will be filled at the discretion of the Committee by the most appropriate means.

The Officers of the Society shall be appointed by the Committee as required: i.e. Health and Safety Officer, Child Protection Officer.

The President of the Rackheath Players and representatives of any recognized section of the Players will have a standing invitation to attend Committee meetings in a non-executive capacity.

The minutes of the committee meetings will be made available to any member for inspection once they have been signed as a true copy of the proceedings.

The Committee can co-opt additional members for time to time as required (e.g. director of current production, technical expertise to help with specific projects, etc). No co-opted member will take a seat on the committee for more than 6 consecutive months).

5. MANAGEMENT

All arrangements for productions and other events and the control of finance shall be in the hands of the Committee or those members given responsibility for a particular task by the Committee.

6. FINANCE

(a) The financial year shall end on the 31st March.

(b) Banking accounts are held in the name of Rackheath Players with any two of the Treasurer, Secretary or Chairman as signatories.

(c) The income and property of the Players whensoever derived shall be applied solely towards promoting the objects of the Players as set forth above and no portion thereof shall be paid or transferred either directly or indirectly to any full member or members of the Players except in payments of legitimate expenses incurred on behalf of the Players. In the event of the winding up or dissolution of the Players any remaining assets after all liabilities have been discharged shall not be paid or transferred to any full member or members of the Players, but shall be disposed of in a way selected at an EGM.

7. GENERAL MEETINGS

An Annual General Meeting will be held, the date to be set by the Committee and announced with at least 28 days' notice in writing.

Items for discussion should be submitted in writing 7 days before the meeting for inclusion in the Agenda.

In the event of a hung vote, the chairman is given a casting vote.

The meeting shall be conducted by the Chairman of the Players or, if he/she be absent, by the Vice Chairman or another member of the Committee nominated by the Meeting.

One third of enfranchised members shall form a quorum.

An EGM can be called at any time if requested, in writing, and signed by one third of the enfranchised membership or if agreed by the membership at an AGM. The meeting will take place no sooner than 21 days after receipt of the request and no later than 56 days.

8. AUDITED ACCOUNTS

The financial accounts shall be submitted to the members at an Annual General Meeting. These accounts shall duly be verified by an independent Auditor

9. AMENDMENTS

The Constitution may be amended by a two-thirds majority of the members present at an AGM or EGM, provided that 14 days' notice of the proposed amendment has been made available to all members.

10. GENERAL

This Constitution replaces all previous Constitutions which are declared null and void.

This version approved at AGM on 25 June 2015