

THE REVELS DRAMA GROUP CONSTITUTION

1. NAME

The name of the group shall be **THE REVELS DRAMA GROUP** (hereinafter called The Revels).

2. OBJECTIVES

The objectives of The Revels shall be to:

- a. Promote and stage shows in Knowle and the surrounding area.
- b. To foster a spirit of friendship between all members and supporters.

3. MEMBERSHIP

Membership shall be open, without discrimination, and at the discretion of the Committee, to all persons, who are interested in furthering the objectives of The Revels.

4. TERMINATION OF MEMBERSHIP

The Committee (see Clause 6 of this document) shall have the right, if there is good and sufficient reason, to terminate the membership of a member, provided the said member, or their representative, shall have the right to be heard by the Committee, before a decision is made.

5. SUBSCRIPTIONS

All members shall pay an annual subscription, as the Committee shall, from time to time determine, having confirmed the decision at the Annual General Meeting. Junior members shall pay a reduced subscription. (Junior members include people over the age of 10 years and under 18 years of age). On occasions, younger members may be included, at the Committee's discretion.

6. COMMITTEE

Subject to the limitations set out in clause 8 of this document, the policy and general management of the affairs of The Revels shall be directed by a Committee (referred to as the Committee), which shall meet not less than four times per year.

The Committee shall consist of:

- a. Honorary Officers of The Revels, consisting of:
Chairperson, Vice Chairperson, Secretary and Treasurer.
- b. A minimum of five and a maximum of seven representatives, elected by The Revels.
- c. The Committee may co-opt further persons, as deemed necessary, who shall become members of The Revels, provided the number of co-opted members shall not exceed one third of the total number of the Committee.
- d. Where possible, the Chairperson should have gained at least 12 months experience, as a member of the Committee, preferably as Vice Chairperson.

7. ANNUAL GENERAL MEETING

Each year, at a date in June, not later than the 30th, the Committee shall convene an Annual General Meeting (hereinafter called the AGM) of The Revels, which all members shall be entitled to attend.

The business of the AGM shall be to:

- a. Receive the resignations of the members of the Committee
- b. Appoint the Officers of the new Committee
- c. Elect the members of the new Committee
- d. Appoint a person, nominated by the Committee, to act as an Independent Examiner of the accounts of The Revels.
- e. Receive recommendations made to the Committee and whenever necessary, to vote on proposals to amend this Constitution.

8. SPECIAL GENERAL MEETING

The Chairperson, or the Secretary, may, at any time, at their discretion, and shall within twenty-one days of receiving a written request to do so, call a special meeting of The Revels, for the purpose of altering this Constitution, or consideration of any matter that may be referred to them. Not less than ten members, having the power to vote, and giving reason for the request, shall sign the said written request.

9. SUBCOMMITTEES

The Committee shall have the power to appoint such Sub-Committees as it may from time to time determine, and may decide on their powers and terms of reference.

10. RULES OF PROCEDURE AT ALL MEETINGS

a. Voting

All questions arising at any meeting shall be decided by a majority of those present and voting thereat. No member shall exercise more than one vote, notwithstanding that s/he may have been appointed to represent two or more interests. In the case of a tied vote, the Chairperson shall have a casting vote.

The Junior Representative carries one vote on behalf of all Junior members.

b. Quorum

One third of the members shall form a quorum at the AMG and Committee meetings.

c. Minutes

Minutes shall be kept as a record of all Annual general, Committee and Sub-Committee meetings. The person appointed to do so shall record all proceedings and resolutions. The Honorary Secretary of The Revels shall keep copies of these minutes.

11. FINANCE

- a. All monies raised by, or on behalf of The Revels, shall be applied to further the objectives of The Revels, and proceeds may, at the discretion of the Committee, be given to Charity.
- b. The Treasurer shall keep full and accurate accounts of the finances of The Revels.
- c. An Independent Examiner, who shall be appointed at the AGM, shall verify the accounts, at least once a year.
- d. A copy of the verified Statement of Accounts for the past financial year shall be presented, for adoption, at the AGM.

12. NOTICE OF THE AGM

A notice, convening the AGM, shall be sent out not less than twenty –one days before the date of the meeting

13. NOMINATIONS

All persons, nominated as Officers, but not elected, shall automatically be considered as nominees for the Committee, should they wish to stand.

14. NOMINATION DATES

The Secretary must receive nominations for Officers, by a date agreed by the Committee. Nominations for Committee members may be taken from the floor at the AGM.

15. CARE AND SAFETY OF MEMBERS AND AUDIENCES

The Revels shall, at all times, and in conjunction with Knowle Village Hall Association, adhere to current Health and Safety Guidelines, with regard to the safety of The Revels members and audiences.

It shall be the responsibility of the Chairperson to keep up to date with these guidelines.

16. DISSOLUTION

If members of The Revels decide, at any time, that it is necessary to dissolve the Group, a Special General Meeting of all members eligible to vote, shall be called, within twenty-one days of being requested to do so.

If the decision to dissolve The Revels is confirmed by a majority of those present, the Committee shall have the power to dispose of any assets held by, or in the name of The Revels. Such assets as remain, after the satisfaction of any proper debts or liabilities, shall be held in a bank account, for a period not exceeding two years, under the jurisdiction of three Trustees, appointed by the existing Committee.

After this length of time such monies shall be applied, at the discretion of the Trustees, towards charitable purposes.

If, during the said two years, any person wishes to restart The Revels drama Group, using the current constitution, they may apply to the Trustees.

