

The Rotherfield Players

THE SOCIETY OF THE ROTHERFIELD PLAYERS

CONSTITUTION

TITLE

1. The Society shall be called The Society of the Rotherfield Players and is hereinafter referred to as "the Society".

OBJECTIVES

2. The objectives of the Society is to educate and entertain the public in the dramatic and operatic arts to further the development of public appreciation and taste in the said arts, to assist and further such charitable institutions and charitable purposes as the Committee shall from time to time determine and in furtherance of this object but not otherwise the Society, through it's management committee, shall have the following powers:-
 - (a) To promote plays, drama, comedies, musical productions and other dramatic works of educative value.
 - (b) To purchase, acquire and obtain interests in the copyright of, or the right to perform or show any such dramatic or operatic works.
 - (c) To purchase or otherwise acquire plant, machinery, furniture, fixtures, fittings, scenery and all other necessary effects and associated technical expertise.
 - (d) To raise funds and invite and receive contributions from any person or persons whatsoever by way of subscriptions, donation and otherwise; provided that the Society shall not undertake any permanent trading activities in raising funds.
 - (e) To do all such other things as shall further the objectives of the Society.
 - (f) The Society is committed to creating a diverse and inclusive environment in all productions and events.

MEMBERSHIP

3.
 - (a) Subject to the provisions of this clause membership shall be open to all those having sympathy with the objectives of the Society and desiring actively to further it.
 - (b) Every Member of the Society shall pay a subscription due on the thirtieth day of May in each year.
 - (c) A Member who is under the age of 18 years shall pay half the annual subscription.

MEMBERSHIP 3. cont.

- (d) At the discretion of the committee, a Member who is over 18 but in full time education shall pay half the annual subscription.
- (e) Applications for Membership shall be made in writing in a form to be prescribed by the Committee.
- (f) Any Member of the Society who in the opinion of the Committee has persistently neglected the interests of the Society or whose conduct the Committee considers likely to endanger the well being of the Society may be suspended or expelled from the Society by the unanimous vote of the Committee.
- (g) The Society in General Meeting shall have power to confer Life Membership as a distinction for meritorious work for the Society or for the drama and allied arts and subject to such conditions as the Society may from time to time decide.

FINANCIAL

- 4. (a) The funds of the Society shall be applied solely to the stated objectives of the Society.
- (b) No Member of the Society shall receive payment directly or indirectly for services to the Society or for other than legitimate expenses incurred in its work.

**FINANCIAL
YEAR**

- 5. The financial year of the Society shall begin on the first day of April in each year and end on the thirty-first day of March in the succeeding year.

**GENERAL
MEETINGS**

- 6. (a) An Annual General Meeting of the Society shall be held in the month of May in each year or as soon thereafter as practicable.
- (b) At least fourteen days notice of any General Meeting stating the business to be transacted at that Meeting shall be given to every Member in writing and left at or posted to his last known address.
- (c) Only Members of the Society who were full members in the preceding year shall be entitled to vote at a General Meeting.
- (d) Five Members shall form a quorum at any General Meeting.
- (e) Subject to the provisions of clauses 10 and 11 hereof any resolution at a General Meeting shall be decided by a simple majority of the Members present and entitled to vote and in the case of equality of votes the Chairman of the Meeting shall have a second or casting vote.

GENERAL MEETINGS 6 cont.

- (f) The business at every Annual General Meeting shall include:-
 - (i) The presentation of a Report of the Committee and of the audited Accounts for the preceding financial year.
 - (ii) The election of a Chairman of the Society.
 - (iii) The election of Officers.
 - (iv) The election of the Committee.

and may include:-

- (v) The election of a Patron, a President, Vice-President or Life Members.
- (g) The Chairman of the Society shall be Chairman of the Committee and shall preside at any General Meeting and Meeting of the Committee at which he is present. In his absence the Vice-Chairman shall take the chair at such Meetings. If neither Chairman nor the Vice-Chairman be present those present shall before any business is transacted appoint a Chairman of the Meeting.
- (h) The Chairman or Secretary of the Society may at any time at their discretion and at the request of ten Members shall within fourteen days call a Special General Meeting of the Society.

COMMITTEE 7.

- (a) The Management of the Society shall be vested in the Committee which shall be composed of not more than ten and not less than five members, including the Officers of the Society.
- (b) Until the first General Meeting of the Society to be held after the date of adoption of this Constitution the Committee and the Officers shall be the persons named in the Schedule hereto. At that and at all subsequent Annual General Meetings the Members of the committee and the Officers shall retire but shall be eligible for re-election.
- (c) Three Members shall form a quorum at any Meeting of the Committee.
- (d) Subject to the provisions of clause 3. sub-clause (g) hereof any resolution at a Committee Meeting shall be decided by a simple majority of the Members present and entitled to vote and in the case of equality of votes the Chairman of the Meeting shall have a second or casting vote.

COMMITTEE 7 cont.

- (e) Without derogating from the generality of the power to manage the affairs of the Society conferred in sub-clause (a) hereof, the Committee shall have the following powers in furtherance of the objectives of the Society but not otherwise namely:-
 - (i) To expend the funds of the Society in such manner as it shall consider most beneficial for the purposes of the Society, and to invest in the name of the Society or in the names of Trustees, such part thereof as it may see fit, and to direct the sale or transposition of any such investments and to expend the proceeds of any such sale for the purposes of the Society.
 - (ii) To enter into contracts on behalf of the Society and to insure the Society's property.
 - (iii) To borrow money upon the security of any property of the Society.
 - (iv) To co-opt not more than three additional Members and to fill any vacancy occurring among the Officers of the Society.
 - (v) To appoint such sub-Committees as it may from time to time decide and to determine their powers and terms of reference and to delegate all or any of its powers to such sub-Committees excluding this power of delegation.
 - (vi) To appoint a Vice-Chairman of the Society and Assistant Officers.
 - (vii) To make regulations as to the management of the Society, and in particular as to:-
 - a. The selection of works to be performed.
 - b. The appointment of a Production Team (e.g Director, Producer, Stage Manager and Choreographer).
 - c. The use of the Society's property by any person or body.
 - d. The conduct of any banking account in the name of the Society.
 - e. The summoning and conduct of meetings.
 - f. Subject to the provisions of clause 3. sub-clause (f) hereof, the expulsion of Members.
 - g. The duties of Officers and the keeping of records and books of account.

OFFICERS

8. The Chairman of the Society, the Honorary Treasurer, the Honorary Secretary and the Honorary Marketing Manager shall be the Officers of the Society and as such shall be ex-officio Members of the Committee.

AFFILIATION

9. The Society shall have power to affiliate with The National Operatic and Dramatic Association and with other organisations with charitable objectives similar to those of the Society.

**ALTERATION
TO
CONSTITUTION**

- 10.
- (a) No alteration of this Constitution shall be made except at General Meeting and in the Notice to Members calling such Meeting, there shall be included a resolution embodying such proposed alteration, which resolution shall only be carried by a majority of at least two thirds of the votes recorded thereon at the Meeting.
 - (b) No alteration may be made to clauses 2, 10 and 11 of this Constitution without the approval of the Charity Commission for England and Wales or other Authority having charitable jurisdiction from time to time.

**REGULATORY
REQUIREMENTS**

- 11.
- (a) Child Protection
The Society maintains a child protection policy in line with UK legal requirements which aims to ensure the protection of all our members during all production and events. This includes:-
 - i Appointment of a DBS approved Child Protection Officer.
 - ii Following of all necessary parental and guardian approvals for all productions and events.
 - (b) GDPR
The Society shall maintain an up to date Data Protection policy in line with GDPR and UK DPA 1998 regulations

DISSOLUTION 12. The Society shall only be dissolved by resolution passed by a majority of at least five sixths of the Members present and voting at a Special General Meeting called for the purpose of considering such dissolution. In the event of dissolution any balance of cash remaining in hand after the realisation of assets and payments of debts shall not be distributed among the Members of the Society but shall be applied for such charitable purposes similar to those of the Society or be paid, distributed or transferred to such charitable institutions or institution having objectives similar to the objectives of the Society as the Committee, with the consent of the meeting, shall determine and the said Charity Commission shall approve.

INTERPRETATION

13. In this Constitution the singular shall include the plural and vice versa and in the interpretation of the Constitution and of any Regulations it may make the decision of the Committee shall be final.

THE SCHEDULE

YEAR 2020 - 2021

The present Committee Members and Officers of the Society are:-

OFFICERS

| | |
|----------------------------|-------------------|
| Chairman | Andy Miller |
| Vice Chairman | Robert Chesterton |
| Honorary Treasurer | James Gallifant |
| Honorary Secretary | Ros Williams |
| Honorary Marketing Manager | Kate Organ |

MEMBERS

| | |
|----------------------|-----------------|
| Membership Secretary | James Gallifant |
| Hall Bookings | David Close |
| Newsletters | Alison Organ |
| Child Protection | Sarah Boorman |
| Non-portfolio | Louise Coe |
| Non-portfolio | Emma Harrison |
| Non-portfolio | Jacky Jenkins |

CONSTITUTION ADOPTION

The Constitution was first adopted as the Constitution of the Society of The Rotherfield Players at a Meeting of Members duly convened on the twenty fifth day of May 1976 at The Memorial Institute, Rotherfield.

At the Annual General Meeting held at The Memorial Institute on 22nd June 2021 this revised and updated Constitution was proposed, agreed and adopted.

Chairman_____Date_____

Secretary_____Date_____