

HARBOUR LIGHTS - AMBLE COMMUNITY CHOIR – CONSTITUTION

NAME

The name of the organisation shall be Harbour Lights Amble Community Choir (HLACC)

AIMS

- To run a community choir accessible to the community of Amble and surrounding areas.
- To raise money for local 'good causes', particularly local to Amble and the surrounding county of Northumberland.
- To promote community cohesion and wellbeing of participants through the enjoyment of singing
- To support musical activities for children in local schools

VALUES

The choir is a 'not for profit organisation' which is not aligned to any particular political party or religious denomination.

The committee and the choir performances reflect the commitment of the choir to issues relevant to the local, wider and national community, which are concerned with equality, humanity and respect and which celebrate the rich diversity of our local and national community. The elected committee, its Chairperson and Choir leader will conduct business in ways, which reflect and are consistent with these values.

OBJECTIVES

1. To offer performances at community events.
2. To book/hire premises and undertake any other actions to further the work of the choir.
3. To carry out activities of the choir without discriminating against any individual on any grounds, including race, religion, age, sexual orientation, physical and mental ability and with respect for all members.
4. To make payments to individuals for their services to further the aims and values of the choir.

MEMBERSHIP AND SUBSCRIPTIONS

1. Membership is open to any individual over the age of 16 years. Musical experience is not necessary and auditions will not take place.
2. The Secretary will keep a full record of members by asking them to complete an initial registration form. Members are requested to update their personal details if and when necessary. A yearly fee for access to the HLACC resources will be taken September of each year.
3. Members who attend the choir will be asked to contribute a fixed weekly fee for each session they attend (in person or via Zoom).
4. The committee will review the weekly donation yearly.

COMMITTEE MEETINGS AND MEMBERS

1. The committee will comprise: Chairperson, Secretary, Treasurer, IT and the Choir Leader.
2. Any members of the choir can volunteer to serve as a committee member.
3. Committee members will be elected every 5 years. All committee members will be nominated and seconded before moving to a vote *. They shall hold office from one Annual General Meeting (AGM) until the next, for a term of no longer than 5 years *. At the AGM prior to the end of each 5-year term, individuals may be coopted onto the committee so as to shadow extant committee members for 1 year in readiness to formally step into the role.
4. The committee can establish working groups and sub-committees to deal with specific aspects of choir business. Any proposals made by the working group shall be subject to approval by the committee.
5. Committee meetings will be held at least 4 times per year. Extraordinary meetings may be called if required.
6. The Secretary will email a draft agenda to all committee members prior to the meeting and will email finalised minutes of meetings to the choir committee. Once agreed, these will then be uploaded onto the members page/website/Dropbox.
7. The Chairperson of the HLACC will chair each meeting. If they are absent another committee member will chair the meeting. All matters will be determined by a majority of votes. In the case of equality of votes, the chair of the meeting will have the casting vote.
8. The AGM will be held in the Spring of each year. The Secretary or/and another committee member will ensure all choir members are informed verbally at rehearsals and written format in the Newsletter of the date no less than 14 days before it is due.
9. The business of the AGM will have standing items:
 - Report from the Chair.
 - Report from the Choir Leader (Director).
 - Treasurers report.
 - Reports from Secretary, Media and Safeguarding if matters arise.

The quorum for the AGM will be 12 members or one quarter of the membership, whichever is greater.

*Committee members may decide to retire from the committee before 5 years. Committee members may also, if they so wish, serve longer than five years. Re-election would take place at the relevant AGM.

FINANCE

- The choir will have a bank account in its name, which will be maintained by the elected treasurer. All monies will be paid into that account.
- Any committee member or sub-committee member who incurs expenses on choir business will be reimbursed from the choir funds once ratified by the committee.
- The choir's financial year ends on the 31st December.
- The AGM will receive a financial statement for the year from the Treasurer.

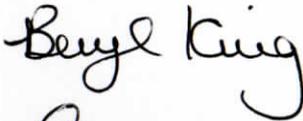
CHANGES TO THE CONSTITUTION

Changes to the constitution can be made by the AGM or extraordinary general meetings specifically for the purpose. The constitution will be reviewed yearly. Alterations or additions to the constitution shall receive the assent of at least two thirds of all voting members present.

WINDING UP

1. The choir can only be wound up by a vote at a general meeting.
2. If the proposal to wind up the choir is passed, and after settling all proper debts and obligations, the disposal of any remaining assets shall be decided at the meeting which moves the resolution.

This constitution was agreed and adopted by Harbour Lights Amble Community Choir

Names	Signature	Date
BERYL KING (CHAIR)		16/10/2025
SARAN GRAY (CHOIR LEADER)		16/10/2025