



Secretary: Alison Ashton, 2 stow Court, York, YO31 9YL  
Tel 07543 766317 - email: info@rowntreeplayers.co.uk

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## **THE ROWNTREE PLAYERS DRAMATIC SOCIETY CONSTITUTION**

### **1. DESCRIPTION**

The Society shall be known as “The Rowntree Players”.

### **2. OBJECTIVE**

The objective of the Society shall be the presentation of all forms of stage production and to strive to increase quality and production value of those presentations.

### **3. AFFILIATION**

The Society shall be affiliated to NODA.

### **4. CONSTITUTION**

The Society shall consist of such officers as are detailed below and ordinary members, the whole of whom shall be subject to and governed by the rules of the Constitution.

### **5. FUNDS**

1. The funds of the shall be applied solely to the objectives of the Society.
2. No member of the Society shall receive payment, either direct or indirect, for his or her services other than for legitimate expenses incurred in the work of the Society.
3. In the event of dissolution of Rowntree Players any remaining funds will be transferred to The Joseph Rowntree Theatre to further the objectives of the society.

### **6. MEMBERSHIP**

Membership of the Society shall be open to any person on payment of the annual subscription (which shall be agreed by the Committee each year). Membership shall not be withheld on the basis of affordability. Membership without cost will be made available at the committee’s discretion.

Only such members as have paid the current annual subscription shall be eligible to vote at any meetings of the Society or to participate in the Society’s activities.

Those wishing to perform in any of the society’s productions may be required to pay an additional show fee. This will be determined on a show by show basis.

### **7. ANNUAL MEETING**

The financial year for the Society shall end on the 31<sup>st</sup> day of January in every year and the Annual General Meeting shall be held during the month of March. Seven clear days’ notice, in writing, shall be given to all members of such meetings.

At such meetings 10 members shall form a quorum.

### **8. ANNUAL REPORTS**

At the Annual General Meeting there will be a report on the past season’s activities and the Treasurer shall present the accounts for the past year- such accounts being reviewed or audited in line with best practice and current statutory requirements.

### **9. ELECTIONS AND ADMINISTRATION**

The government of the Society shall be vested in a Committee made up as follows:

1. Secretary, Treasurer and designated Safeguarding Officer elected by ballot at the Annual General Meeting; more than one of these offices may be held by the same person and the Committee may fill any of the remaining vacant offices after the Annual General Meeting.
2. A maximum of 10 Committee members – also elected annually by ballot at the Annual General Meeting.

3. The Committee at its first meeting following the Annual General Meeting if this is possible and in any event not later than the Committee's third meeting shall elect a Chairperson for the ensuing year.
4. An honorary position of "President" may be given to a member, on agreement of the membership. This position will remain until the membership decides to withdraw the title, or the member relinquishes the title. The honorary position brings no additional voting rights other than those of an ordinary member but does allow for complimentary membership for the duration of the title.

#### 10. CO-OPTION

1. The Committee shall have the power to co-opt a member of the Society to fill any vacancy on the Committee occasioned by resignation or otherwise.
2. The committee shall have the power to co-opt up to three further members / advisors on the strength of any additional skills or specialisms they can bring to the society.
3. The committee and sub-committees shall have the power to temporarily appoint advisors and 3<sup>rd</sup> party providers on the strength of any additional skills or specialisms they can bring to the society. Such advisors shall not be deemed members and shall have no voting rights.
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#### 11. COMMITTEE MEETINGS

Committee meetings shall be called by at least two days' notice in writing or by shorter notice not necessarily in writing on the signed requisition of four members of the Committee. A quorum shall consist of more than 50% of the Committee.

#### 12. PRODUCTIONS

The Committee shall decide upon productions to be presented by the Society. They shall have the power to appoint a producer, director and technical stage manager for each production and the director with any advice, if required, by the Committee shall choose the cast. The director and Committee shall have the power to make any subsequent alterations, either in the choice of production or of casting, which they might deem necessary.

#### 13. EXTRAORDINARY GENERAL MEETINGS

An extraordinary general meeting may be called by the Committee as necessary, or on a signed requisition of not less than 5 members of the Society and specifying the object of such a meeting being presented to the Secretary. No business other than that stated in the notice shall be undertaken at such a meeting and seven days' notice in writing shall be given to all members of extraordinary meetings called in either manner.

#### 14. INTERPRETATION

The committee shall have the power to deal with any questions arising out of the interpretation of these rules or of management not herein provided for and its decision shall be final.

#### 15. ALTERATION OF RULES

These rules can only be altered by the majority vote at a general meeting of the Society, due notice having been given of such intention.

#### 16. APPROPRIATE BEHAVIOUR AND DEALING WITH GRIEVANCES

1. All members are expected to conduct themselves in an appropriate manner at all times. All members should be treated fairly, equally and with respect.
2. All members are expected to take responsibility for the safety and well being of both themselves and others.
3. All adult members involved in activities with young and vulnerable members of the society will be required to undergo appropriate legal checks in line with the current safeguarding policy.
4. Any grievances should be reported to the chair in writing and will be dealt with in line with the current grievance procedures.

#### 17. Dissolution

1. Any proposed dissolution of the society for whatever reason shall be brought to either an Annual General Meeting or an Extraordinary General Meeting (called in line with clauses 7 or 13) open to the full membership and shall be subject to vote.

#### 18. RULES AND MEMBERSHIP

Any person becoming a member of the Society shall be bound to observe the Society's constitution and rules.

March 2022