

Constitution - Trinity Camerata

1. Name

The orchestra is called Trinity Camerata.

2 Objects

To play orchestral music together; to learn, practise and rehearse such music; to put on at least 3 public performances per year; to encourage the appreciation of classical music, particularly among younger listeners; and to undertake any other charitable purposes as the Committee may from time to time decide.

3 Membership

3.1 Members are those players who play in at least two thirds of the concerts in the preceding year, and pay a regular subscription, the level of which shall be determined by the Committee and reviewed at least annually. To encourage younger players, the subscription is waived for members aged 18 and under. The Committee may decide to offer free or discounted concert ticket(s) to those members paying a subscription.

3.2 The minimum initial requirement is an ability to play at the standard of Grade VII as set by the Associated Board examinations.

3.3 Acceptance of new members is at the discretion of the Committee, advised by the section fixers, in consideration of where vacancies exist and with regard to the overall balance of the orchestra.

3.4 At General Meetings of the orchestra every member has one vote.

3.5 The Committee has the power to terminate the membership of any individual, provided that the decision of the Committee (with the exception of (a) the individual concerned if a member of the Committee and (b) any member of the Committee making or connected with the complaint against the individual) is unanimous both as to the termination and as to there being good reason for it, and provided that the individual concerned has the right to be heard by the Committee, accompanied by a friend if desired, before a final decision is made.

3.6 The membership of any player who does not play for the orchestra in a 12 month period will be automatically terminated, unless agreed otherwise by the Committee.

4 Officers & Committee

4.1 The management of the orchestra is in the hands of a Committee, to include a Chairman, Secretary, and Treasurer (the Officers). The Committee shall comprise at least five members and will be elected by and out of the orchestra's members at the Annual General Meeting. They hold office for a 2 year term and are then eligible for re-election.

4.2 If no Chairman is willing to stand for election then the Committee shall appoint any member of the Committee to chair their meetings, and appoint an acting Chairman if required for other specific purposes.

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4.3 The Committee may co-opt extra members throughout the year, and such candidates shall be ratified by the membership at the next Annual General Meeting.

4.4 The Conductor is a paid position and the responsibility for inviting a suitable person, negotiating appropriate payment and if necessary terminating the engagement, is in the hands of the Committee. The Conductor may attend all Committee meetings except when his or her position is being considered.

4.5 The Leader of the orchestra, if required, is appointed by the Committee.

4.6 The Committee meets at least twice a year. A special meeting may be called at any time by the Chairman, or by any two members of the Committee, after giving at least four days' notice.

4.7 The quorum for Committee meetings is at least three members present.

4.8 Decisions of the Committee are made by a majority of votes of the members present, but if necessary the meeting Chairman may have a second or 'casting' vote.

4.9 The Secretary is responsible for keeping minutes of Committee meetings, ensuring that they are stored safely and are available for inspection as required.

4.10 The Committee may from time to time appoint one or more sub-committees for the purpose of making any enquiry or supervising or performing any function or duty which, in the opinion of the Committee would be more conveniently undertaken or carried out by a sub-committee: provided that all acts and proceedings of any such sub-committee are fully and promptly reported to the Committee.

4.11 The Committee may appoint a President and Vice-Presidents to hold office for as long as it may determine.

5 Management

5.1 The Committee, in consultation with the Conductor and members, is responsible for the selection of music to be played and performed.

5.2 The Committee is responsible for all arrangements for rehearsals and concerts.

5.3 Individual members of the orchestra, who may or may not be members of the Committee, may be invited by the Committee to undertake particular responsibilities on a voluntary basis from time to time. These include: the organisation of refreshments at rehearsals and concerts; liaison with rehearsal and concert venues; care of the orchestra's store of music; maintenance of the orchestra's website; provision of music for rehearsals and booking it out for private practice.

6 Finance

6.1 The financial year runs from 1 January to 31 December.

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6.2 The Treasurer and at least two other members of the Committee are signatories to the orchestra's bank accounts. All cheques and withdrawals require two signatures.

6.3 The Treasurer keeps careful records and each year prepares accounts of income and expenditure and a balance sheet for presentation to the Annual General Meeting for approval. These accounts have first to be scrutinised by a suitably qualified person or company who signs them when agreed and offers any advice he or she thinks appropriate.

6.4 The income of the orchestra may include subscriptions, donations, grants in aid, fees from other organisations which hire its services and the income from ticket sales at its own concerts, together with interest on its bank accounts.

6.5 The expenditure of the orchestra is to be applied wholly towards promoting the objects of the orchestra as set out in clause 2 above. It will normally include the hire of rehearsal room and concert premises, the hire of music, expenses incidental to the management and administration of the orchestra as well as the payments to the Conductor, soloists, and occasional extra players and associated instrument hire.

6.6 The orchestra may not incur any overdrafts at its bank nor take out any loans. The Treasurer is responsible for ensuring that the orchestra's finances remain stable. He or she is responsible for alerting the Committee promptly to any financial problems that could arise, so that appropriate action may be taken.

7 Equal Opportunities

No one is to be excluded from membership of the orchestra, de-barred from any official capacity on the Committee, or refused employment on the grounds of sex, race, colour, age, religion, sexual orientation, disability or political affiliation.

8 General Meetings

8.1 The Annual General Meeting normally takes place in October each year. Notice is given via the section fixers and orally to the members at rehearsals during the preceding three weeks.

8.2 The agenda of the Annual General Meeting includes:

- The election of officers and committee, if required (see 4.1)
- The receipt and approval of the accounts and balance sheet (see 6.3)
- Discussion of future repertoire

8.3 A Special General Meeting may be called either by the Committee or by any five members. In either case all eligible orchestra members (see 3.1) are to be given at least two weeks' notice in writing, specifying the date, time and place of the meeting and why the meeting is being called.

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8.4 The Secretary or other person specially appointed by the Committee keeps a record of proceedings at General Meetings.

8.5 The quorum for General Meetings is at least ten members of the orchestra present.

9 Amendments to the Constitution

9.1 Amendments to this Constitution may be made at either an Annual General Meeting or a Special General Meeting after the necessary notice has been given (see 8.1 & 8.3), provided that no amendment is proposed which would have the effect of the orchestra losing any charitable status that it may have attained.

9.2 The approval of at least two-thirds of members present is required to make any change.

10 Dissolution

10.1 Dissolution of the orchestra is a matter to be decided by a majority vote of members attending a Special General Meeting.

10.2 In the event of the orchestra's dissolution, after payment of outstanding debts and liabilities any remaining assets are to be passed to some appropriate charitable organisation or to another orchestra with similar aims, as determined by the membership.