THE CHESTER & NORTH EAST WALES

ORGANISTS' & CHOIRMASTERS' ASSOCIATION

Affiliated to the Incorporated Association of Organists

CONSTITUTION

1. Name of The Association

   The name of The Association shall be '*The Chester & North East Wales Organists' & Choirmasters' Association'*, hereinafter referred to as *'the Association'.*

2. Objective of the Association

   The objective of the Association is to facilitate the study of music, with particular emphasis on organ and choral music; their history, repertoire and technique.

3. Membership of the Association

   Membership of the Association shall be open to any member of the public. Membership shall become effective on payment of the annual subscription. The Committee shall have the right, if there is good and sufficient evidence, to decline a request for membership, or to require the resignation of any person whose membership would be likely to bring the Association into disrepute.

   The Association shall consist of Ordinary Members and Honorary Life Members and any other category of membership which may be created from time to time at an Annual General Meeting.

   The Committee may propose a person for Honorary Life Membership at the Annual General Meeting.

   Members under the age of 18 years must be accompanied at any Association event by a parent, guardian or responsible adult approved by the parent or guardian.

4. Admission of Non-Members

   The proceedings of the Association may be open to members of the public (not being Members of the Association) on payment of such fee as the Association shall from time to time determine.

5. Subscriptions

   Each Member shall pay a minimum annual subscription of such an amount as shall from time to time be determined at a General Meeting of the Association. This subscription shall fall due on 1st September in each year. Any Member joining the Association on or after 1st March shall pay a 50% reduced rate for the remainder of the subscription year. Persons under the age of 18 years may be admitted to membership of the Association on payment of a 50% reduced rate.

6. Non-payment of Subscriptions

   Any Member whose subscription has not been paid by 30th November shall cease to be a Member of the Association.

7. The Committee

   The business of the Association shall be managed by a Committee, elected at the Annual General Meeting, consisting of:

Chairman	General Secretary	Publications Officer
Vice-Chairman	Treasurer	Membership Secretary

   together with two other Members. The Committee may co-opt a Member for a specific responsibility.

The Committee shall meet at least twice between each Annual General Meeting. The quorum shall consist of 3 Members, including either the Chair or Vice Chair.

Minutes shall be taken of all meetings and agreed at the next meeting.
All Officers and Committee Members may be re-elected annually, if they are willing to serve another year.

An Examiner, duly appointed by the Committee, shall examine all accounts at least once a year.

8. Annual General Meeting

A General Meeting of the Association shall be held after 30th April (the end of the Association's financial year) and not more than 15 months after the previous AGM, to receive and approve the independently examined accounts, to elect Officers and Members of the Committee and to conduct such other business as may be appropriate for the effective management of the Association. Members shall be given 21 days' notice of the meeting.

Nominations for the election of a Member to any office shall be proposed and seconded and received in writing by the General Secretary at least seven days in advance of the Annual General Meeting. Nominations may only be made with the prior agreement of the Nominee. If no nominations have been received for a vacant post, nominations may be accepted at the Annual General Meeting.

The quorum for an Annual General Meeting is 10% of the membership of the Association.

An Extraordinary General Meeting shall be called within 21 days of receipt by the General Secretary of a request in writing signed by at least 25% of the membership, stating the business to be transacted.

The quorum for an Extraordinary General Meeting is 15% of the membership of the Association.

9. Income and Property

The income and assets of the Association shall be used solely for the promotion of the Association's objective as defined in the Constitution.

All payments made on behalf of the Association will be authorised in accordance with the terms of the current Bank Mandate. Payments will only be made for work authorised by the Association upon receipt of a correct/valid invoice or receipt.

When Officers and Committee Members incur appropriate expenses on behalf of the Association these will only be refunded upon receipt of a correct/valid invoice or receipt.

Income received by the Association will be deposited in the Association's Bank Account(s) within four weeks of it being received. The Treasurer may hold a small amount of petty cash (not normally to exceed £100) to support the day-to-day operation of the Association.

10. Dissolution

A resolution to dissolve the Association can only be proposed at an Extraordinary General Meeting and can only be approved if at least two-thirds of the Members present are in favour of the dissolution.

The Members of the Committee shall be responsible for the winding up of the assets and liabilities of the Association. Any property remaining after the discharge of the debts and liabilities of the Association shall be given to such properly constituted Association(s) with similar objectives to this Association, and Charities.

11. Amendment of the Constitution

This Constitution may only be amended or altered by a resolution at an Annual General Meeting or an Extraordinary General Meeting if that resolution is carried by at least two-thirds of the Members present and that 21 days' notice of such a resolution has been given by the General Secretary to Members.

Adopted at a General Meeting of the Association on 14th June 2025