**Towers Ravens Rapper – Constitution *(draft)***

1. Name of club:

Tower Ravens Rapper

1. Aims and objectives of organisation:

Tower Ravens Rapper is a London-based predominantly female dance team.

We aim to learn, teach and perform traditional folk dances, in particular dances from the rapper sword dance tradition.

1. Powers:
   * To recruit new members;
   * To buy or rent premises/equipment/kit;
   * To meet regularly for dance practices;
   * To perform publically;
   * To raise money;
   * To receive contributions through a membership fee;
   * To conduct PR and communications;
   * To work in partnership with different organisations;
   * To carry out anything else within the law necessary to reach the club’s objectives.
2. Membership:

Members will consist of dancers and musicians.

All members will be subject to the regulations of the constitution, and by joining Tower Ravens will be deemed to accept these regulations and codes of conduct that the club has adopted.

Members are asked to pay discretionary monthly membership fee, to cover rental costs of premises for practices.

5. Officers:

Officers of the club will be:

* + - * Chair *(we don’t have this role beyond chairing the AGM)*
* Secretary
* Treasurer

Officers will be elected annually by club members at the Annual General Meeting. All officers will retire each year but will be eligible for re-election.

1. Management Committee:

*Don’t know how we want to play this. Is the management committee all members of TR or is it people in specific posts??? So either*

The management committee will consist of the Officers as well as honorary officers.

The role names and descriptions of honorary officers may change for time to time, and may include:

* Practice Leader(s)
* Communications Officer(s)
* Wardrobe Officer(s)
* Crawl Leader(s)

Honorary Officers will be elected annually by club members at the Annual General Meeting. All officers will retire each year but will be eligible for re-election.

The Management Committee will be convened by the Secretary of the club and held no less than one per year.

The quorum required for business to be agreed at Management Committee meetings will be: three

The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.

The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.

The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

*Or, something like…*

The management committee will consist of all members. Club decisions will be made by democratic vote: one person – one vote.

The Management Committee will be convened by the Secretary of the club and held no less than one per year.

A majority of one vote will be sufficient for adopting new policy, codes of conduct and rules that affect the organisation of the club.

The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.

The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

#### Finance:

All club monies will be banked in an account held in the name of the club.

The Club Treasurer will be responsible for the finances of the club.

The financial year of the club will end on: 31 October.

A statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any cheques drawn against club funds should hold the signatures of the Treasurer plus up to one other.

#### Annual General Meetings:

#### Notice of the Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 21 clear days’ notice to be given to all members.

#### The AGM will receive a report from officers of the Management Committee and a statement of the accounts.

#### Election of officers is to take place at the AGM.

#### All members have the right to vote at the AGM.

#### The quorum for AGMs will be usually *20%* of membership.

#### The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

#### Discipline and appeals *(do we need this section?)*:

All complaints regarding the behaviour of members should be submitted in writing to the Secretary.

The Management Committee will meet to hear complaints within 14 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 14 days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 14 days of the Secretary receiving the appeal.

1. Dissolution

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.

In the event of dissolution, any assets of the club that remain will become the property of Lesbian and Gay Youth Manchester

1. Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

1. Declaration

Tower Ravens hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed: Date:

Name:

Chair

Signed: Date:

Name:

Secretary