

ST MARY'S MUSIC ASSOCIATION CONSTITUTION

- 1 St. Mary's Music Association ("the Association") is part of the Parish Church of St Mary the Virgin, Saffron Walden.
- 2 Its purposes shall be:
 - a) to help to maintain the high quality of music-making in the Church by providing administrative and other support to the Director of Music, and
 - b) to ensure the continued involvement and recruitment of both young people and others in the music-making of the Church.
- 3 Its membership shall be open to any person interested in supporting music at St. Mary's, Saffron Walden.
 - a) The Rector shall be a member of the Association
 - b) All regular adult members of the choir and other recognised groups involved in the music-making of the church shall be deemed members of the Association without the need to apply.
 - c) **All parents of Junior choristers and Choral Scholars shall be deemed members of the Association without the need to apply.**
 - d) Other members must apply to join, signifying their intention to contribute to the Association's work by administration, by the commitment of time, or by the promise of financial support (the amount to be at the member's discretion).
- 4 Its policy and business shall be decided by a Committee elected by the members at an Annual General Meeting, the Committee consisting of the Officers, the Director of Music, the Assistant Organist, the Leader of the Pre-Junior Choir and up to 5 elected members. In the event of the Committee needing advice on specific matters, it shall have the power to co-opt up to three additional members, such co-option(s) to last until the next Annual General Meeting. The Rector (or in the event of the incumbency being vacant, the deputy appointed by the Bishop) shall always have the right to veto any decision of the Committee.
- 5 The Officers shall be the Rector as ex-officio President together with the Chairman, the Deputy Chairman, the Secretary, the Treasurer, and the Publicity Secretary, each elected for a period of **four years** but being eligible for re-election.
- 6 Other committee members shall serve for three years but shall be eligible for re-election.
- 7 The Association's financial year shall end on 31 December. Accounts shall be presented to the Annual General Meeting. Members shall pay no subscription, the organisation's income deriving from concert takings, members' donations, surpluses from the sale of CDs, and periodic subventions from the PCC for special expenditure. Expenditure up to £500 shall be authorised by two of the officers, up to £2000 by the Committee, and over £2000 by the PCC, provided monies are available. (Any transaction of funds for a designated purpose eg costs incurred by choral visits elsewhere, rather than monies raised for SMMA general funds, would not be subject to PCC approval even if the £2000 limit were exceeded.) All income will be held in the Association's bank account but audited statements of the account, as part of the consolidated accounts of the church, will be presented at the Annual Church meeting.
- 8 The Annual General Meeting shall be held not more than three months after the end of the financial year. At least 14 days' public notice of it must be given to members.
- 9 An Extraordinary General Meeting shall be held if requested in writing by at least 10% of the membership or 10 members whichever is the greater. At least 21 days' public notice of such a meeting must be given to members.
- 10 The Chairman shall present an annual report to the PCC as soon as practicable after the Annual General Meeting of the Association, a report of which should also appear in the Parish Magazine.
- 11 Should the Association be wound up by the PCC or at a General Meeting, its assets shall pass to the PCC.
- 12 This constitution may be altered only at the Annual General Meeting or an Extraordinary General Meeting and only if three-quarters of the members attending in person or by proxy agree.

This constitution was initially approved on 7th July 1992. It was subsequently revised on 21st March 1993, 18th July 1994, 19th March 1995, 13th July 1997, 11th July 1999, 22nd March 2002, 3rd March 2013 and xx March 2020.

See changes control on second page

Changes control, 22 March 2013 to March 2020 only

- 1 Insertion of "All parents of Junior choristers and Choral Scholars shall be deemed members of the Association without the need to apply" as item 3c).
- 2 Change at para 5 of "three years" to "four years".