

**Ironmen and Severn Gilders
Morris Dance Club
Rules and Constitution**

Revision of EGM on 15th January 2018

1. The Club

1.1 The name of the club shall be **The Ironmen and Severn Gilders Morris Dance Club** of which this document comprises the Rules and Constitution.

1.2 The Club shall consist of two dance sides and a band:

1.2.1 **The Ironmen**, a men's dance side performing the Morris dances in the style of the Anglo-Welsh border counties;

1.2.2 **The Severn Gilders**, a women's dance side performing the Morris dances of the North West counties of England;

1.2.3 The **band** will accompany both the Ironmen and Severn Gilders at practices and public performances.

2. The aims and objectives of the club shall be:

2.1 To promote the knowledge and practice of the dances of Welsh border and North West counties of England by research and public performance.

2.2 To promote and encourage research into, and knowledge and performance of, traditional dances, customs, songs and music.

2.3 To promote the social activities of members where consistent with the other objectives.

2.4 To support such organisations and activities as the club may from time to time decide are in accordance with these aims and objectives;

3. Membership.

3.1 A person shall be a member of the Club so long as their application for membership has been accepted, they have paid the required subscription, and their membership has not been terminated by resignation or by any of the procedures set out below.

3.2 Acceptance of applications for membership shall be at the discretion of the committee.

3.3 Prospective members without the necessary dance or music experience may be offered, by a squire, foreman or bandleader, an introductory period of attendance at practices for a maximum of six months during which time they will not be required to join. At any time during the introductory period they may be invited to join. Until they have joined they shall not be classed as members.

3.4 The following classes of membership shall apply:

3.4.1 Members who, attend practice, perform or are likely to perform over the age of 18 shall be entitled to vote at general meetings and shall be classed as **Ordinary Members**.

3.4.2 All Members under eighteen years of age shall be classed as **Young Members**. A person applying for Young Membership shall be introduced by an Ordinary Member.

3.4.3 Any person who upholds the objectives of the club may apply for associate membership, for example an Ordinary Member who ceases to be able to attend practice for any reason.

Associate Members are not entitled to vote at general meetings.

3.5 Members may dance in public performance at the discretion of the relevant Squire and Foreperson. Members may play in the band at the discretion of the Bandleader.

3.6 The Committee may, request at a General Meeting, the election of an Honorary Member any person who has, in the opinion of the Committee, rendered special services to the Club. Honorary members shall be exempt from any subscriptions and shall have no right to vote on any matter.

3.7 Any members whose subscriptions or other debts to the club have not been paid within three months of the due date, and who have not complied within fourteen days with a subsequent written request for payment made by the Committee shall be liable to have their membership terminated at the discretion of the Committee or a General Meeting.

3.8 Members shall behave in a reasonable manner that is consistent with the aims and objectives of the club, and shall at no times behave in ways that could bring members or the name of the club into disrepute.

3.9 The Committee or a General Meeting shall have the power to exclude or temporarily suspend any member who shall offend against the rules of the club or whose conduct has, in the opinion of the Committee, rendered them unfit for membership. Any such exclusion or suspension by the Committee shall be reported to the members at the next General Meeting (AGM or Extraordinary).

3.10 The club takes no responsibility for any website or social media content that has resulted from public performance and in particular cannot be expected to meet a request for removal of any content.

3.11 Members of the club willingly participate in practice and dance outs entirely at their own risk. Where the club offers personal injury insurance, for example through the Morris Federation, it is the individual's entire responsibility to ascertain the suitability of that insurance.

4. Subscriptions

4.1 The membership year runs from 1st September to 31st August. A member joining part way through the year shall pay a pro rata subscription based on whole months using the date of their application or invitation to join.

4.2 The amount of subscription for membership shall be determined at the AGM based on a recommendation by the Committee. Unless otherwise determined by the Committee, Young Members and Associate Members shall pay one quarter of the Ordinary Membership Subscription.

4.3 All Subscriptions for Membership shall be due by 1st January.

4.4 A Member who has difficulty in meeting their financial commitment may speak to any officer in confidence such that an arrangement can be made with the Treasurer. All such arrangements whether subscription reduction or payment deferment shall be at the entire discretion of the Treasurer and such arrangements shall not be seen as creating a precedent for a future year or for any other individual.

5. General Meetings.

5.1 The standing orders for General Meetings are defined in Appendix 1.

5.2 There shall be an **Annual General Meeting** of the club which shall be held during the first three months of the membership year but after accounts have been prepared for the previous year.

5.2.1 The function of the A.G.M. shall be to:

5.2.1.1 Receive the reports of the officers for the period since the previous A.G.M.

5.2.1.2 To consider, and, if duly approved adopt, the statement of the Club's accounts for the year ending 31st August.

5.2.1.3 To consider and, if duly approved, adopt any alteration or amendments to this constitution.

5.2.1.4 To elect a Committee for the forthcoming year.

5.2.1.5 To consider, and if duly approved, adopt any resolutions or other business before the A.G.M.

5.2.2 Notice shall also be given to all members, by email or other appropriate means not less than 28 days before the date of the A.G.M.

5.2.3 Resolutions which members wish to put before an Annual General Meeting must be supported by both a proposer and seconder and passed to the secretary in writing or email not less than fourteen days before the date of the meeting.

5.2.4 The Secretary shall make the Agenda for a General Meeting known to members by email or other appropriate means not less than seven days before the date of the meeting.

5.2.5 Nominations for officers' posts should be made to the secretary within 10 days prior to the AGM or EGM. Each nomination must include the names and signatures of the person nominated, a proposer and a seconder, all of whom must be ordinary members. For this purpose a form may be available at practice evenings prior to the meeting. In the event of a post having no nominations by the deadline, late nominations will be accepted at the meeting.

5.3 An **Extraordinary General Meeting** may be called at any time by the Committee of its own volition or at the request, in writing or email to the Secretary, of not less than six Ordinary Members. Such a request shall include the reason why an Extraordinary General Meeting is requested and any resolutions to be put before the Meeting. The Secretary shall convene an Extraordinary General Meeting not more than 28 days after such a request has been made.

5.3.1 The function of an Extraordinary General Meeting shall be to carry out any of the functions of an A.G.M. and/or to consider any other resolutions placed before it.

5.3.2 Notice of an Extraordinary General Meeting shall be given to members by the Secretary via the email or other appropriate means not less than 21 days before the date of the meeting.

5.3.3 Additional resolutions to be put to an Extraordinary General Meeting must directly relate to the original purpose of the EGM and be supported by a proposer and five ordinary members, and passed to the secretary in writing not less than fourteen days before the date of the meeting.

5.3.4 Where officers' posts are to be filled at an EGM, nominations for officers' posts should be made to the secretary within 10 days prior to the EGM. Each nomination must include the names and signatures of the person nominated, a proposer and a seconder, all of whom must be Ordinary Members. In the event of a post having no nominations by the deadline, late nominations will be accepted at the meeting.

5.4 A record of a general meeting shall be communicated to the members by email or other suitable means within 30 days of the general meeting.

6. The Committee.

6.1 The Committee shall be collectively responsible for the management of the Club in the periods between Annual General Meetings.

6.2 The Committee shall consist of the following elected officers drawn from the Ordinary Members:

The Squire and Foreperson of the Ironmen;

The Squire and Foreperson of the Severn Gilders;

The Secretary;

The Treasurer;

The Bandleader;

The Publicity Officer.

6.3 Officers shall be elected at each Annual General Meeting or at an Extraordinary General Meeting convened for such a purpose, and, unless their period of office is terminated by resignation or otherwise, each officer shall hold office until the subsequent Annual General Meeting.

6.4 Two Ordinary Members may be elected as **Joint Officers** at a General Meeting. Joint Officers will only have one vote between them at meetings of the Committee.

6.5 Members of the outgoing Committee are eligible for re-election with the proviso that no Squire or Foreperson who has held that office for the previous two consecutive years shall be returned unopposed.

6.6 The Committee shall have the power to fill by co-option from Ordinary Members any vacancy for office that may occur, and to co-opt any member in addition to the officers as it regards necessary. Only officers shall have the right to vote at Committee meetings.

6.7 The Committee shall meet as and when it is considered necessary and the Secretary shall keep a record of proceedings and make it available to members on request.

6.8 The Committee may conduct its business by email. A record will also be kept of decisions taken by email and such records will be available to members on request.

6.9 The Committee shall elect its Chairperson from the Officers. Voting at Committee meetings shall be by simple majority with the Chairperson holding a casting vote in the event of a tie.

6.10 The quorum for Committee meetings shall be four Officers.

7. The Winding-up of the Club.

7.1 The Club shall be wound up only if a duly placed resolution calling for the winding up of the club is passed at either an Annual General Meeting or an Extraordinary General Meeting called for that purpose. The vote to be in accordance with the Standing Orders set out in Appendix 1.

7.2 On winding-up, any assets remaining after settlement of all liabilities shall be transferred to such other organisations having similar objectives to the Club as that General Meeting decides. If no such agreement can be reached all surplus assets will be transferred to the Morris Federation or their successors.

8. Amendments to This Constitution.

8.1 This Constitution may only be amended or varied by the decision of a General Meeting held in accordance with the requirements of this Constitution.

8.2 When the constitution is amended or varied a new constitution will be issued to all members by email or other suitable means within 30 days of the meeting to amend the constitution. The new constitution will be dated as the date of the meeting which agreed the amendment or variation. All earlier dated constitution documents and undated documents shall be null and void. A new constitution takes precedence over the agreements expressed in the minutes of all previous General Meetings.

Appendix 1. Standing Orders for General Meetings.

A1.1 The Quorum for General Meetings shall be one third of all Ordinary Members.

A1.2 The current secretary (or nominated deputy in the secretary's absence) shall open the meeting and call for nomination of a Chairperson, two tellers and a minute-taker for the General Meeting. The meeting shall then elect a Chairperson, two tellers and a minute-taker from amongst the Ordinary Members present. The minute-taker shall pass the minutes of the meeting to the newly elected Secretary.

A1.3 Election of Officers shall be by secret ballot. In the event of a tied vote for the election of any officer the matter shall be decided by casting lots.

A1.4 All other voting shall be by show of hands unless any member present requests a secret ballot.

A1.5 The result of a vote shall be determined by simple majority except in the case of the winding up of the Club, in which case the vote in favour of winding up must be supported by at least 75% of all Ordinary Members present at the meeting.

A1.6 Entitlement to vote,

A1.6.1 The entitlement to vote is restricted to one vote per Ordinary Member on all matters and is subject to the additions and restrictions below:

A1.6.2 No member can cast more than one vote on any matter

A1.6.3 For the election of the Squire and of the Foreman of the Ironmen, Ordinary Members who have during the preceding six months, danced in public as members of that side.

A1.6.4 For the election of the Squire and of the Foreperson of the Severn Gilders, Ordinary Members who have during the preceding six months, danced in public as members of that side.

A1.6.5 For the election of the Bandleader Ordinary who have during the preceding six months played in public in the band.

A1.6.6 On any matter which in the opinion of the Meeting concerns solely The Ironmen – voting is restricted to Ordinary Members who have during the preceding six months, danced in public as members of that side.

A1.6.7 On any matter which in the opinion of the Meeting concerns solely The Severn Gilders – voting is restricted to Ordinary Members who have during the preceding six months, danced in public as members of that side.

A1.6.8 On any matter which in the opinion of the Meeting concerns solely The Band – voting is restricted to Ordinary Members who have during the preceding six months played in public in the band.

A1.7 The business of General Meetings shall be conducted as set out below.

A1.7.1 The order of business of the Annual General Meeting shall be:

To appoint a Chairperson, minute-taker and tellers, as above A1.2;

To receive apologies for absence and take a register of those present;

To consider, and if found acceptable, accept the minutes of the previous A.G.M. and address any matters arising;

To consider, and if duly approved, adopt the statement of the club's accounts for the year ending 31st August;

To receive the reports of the outgoing Officers;

To elect Officers to serve for the forthcoming term;

To discuss and determine any duly placed resolutions;

Any other business arising.

A1.7.2 The order of business of an Extraordinary General Meetings shall be:

To appoint a Chairperson, minute-taker and tellers, as above A1.2:

To receive apologies for absence and take a register of those present;

To discuss, consider and decide any matter duly placed before the meeting.