This document relates to the not-for-profit choral organisation hereafter known as The Hornchurch “Can’t” Sing Choir (CSC) which was originally formed in the late nineteen-nineties by the Havering Arts Council but reformed in the ninth month of the year two thousand and eighteen by Mr. Thomas Rodgers, trading as Rodgers Music (RM).

The Hornchurch “Can’t” Sing Choir is a non-auditioning choral ensemble reformed in September 2018 by Mr. Tom Rodgers (trading as Rodgers Music) that rehearses on a weekly basis at the Hornchurch Methodist Church to prepare music for public performances.

1. **Aims and Objectives**
   1.1 To give the opportunity for amateur singers to be a part of an organisation of like-minded people in order to learn, rehearse and perform a selection of both new and well-established sacred and secular choral works in two, or three, publicly-attended concerts during the period of an academic year.
   1.2 To give the opportunity for the general membership to experience performing:
      1.2.1 With and without piano accompaniment
      1.2.2 With a larger musical ensemble, such as a chamber orchestra.
   1.3 To musically develop the members of the choir, both individually and as an ensemble. Specific details of how this development is guided is the sole responsibility of the Musical Director.
   1.4 To develop and promote the ensemble positively in the local community of Hornchurch and the surrounding area, with a view to attracting a greater and more varied membership.
   1.5 To support designated charitable causes on an annual basis, at the conclusion of the academic year, following fundraising efforts made through presenting public performances.
   1.6 To support local charitable organisations through providing musical entertainment (e.g. carol singing), when requested, for their fundraising efforts.

2. **Management of the Organisation**
   2.1 **CSC** is a subsidiary, not-for-profit organisation, of the private music business “Rodgers Music” (hereafter known as RM) that was founded in the year two thousand and twelve, and is run, by Director Tom Rodgers.
   2.2 **RM** shall be responsible for all decisions pertaining to the running of the **CSC**, including:
      2.2.1 Programme of music for each concert and presentation of said concert.
      2.2.2 Concert Venue & Performance Date(s).
      2.2.3 Annual Chosen Charity (based upon opinion poll from membership)
   2.3 **RM** is responsible for the collection of membership fees and the distribution of funds (as described in Clause 3) of the following running costs of the **CSC**:
      2.3.1 Rehearsal Venue Hire
      2.3.2 Accompanist Fee
   2.4 The **CSC** shall have a bank account into which membership fees, and other funds raised, shall be paid and from which Musical Director, Accompanist and Venue fees shall be settled on a termly basis.
2.4.1 Distribution of funds through the CSC Account shall be implemented via, primarily, online banking but also using cheques as and when required.

3. **Accounting & Distribution of Funds**
   3.1 RM, through running the CSC as a subsidiary of the business, is responsible for all funds of the choral ensemble. RM is therefore the only official signatory for the CSC.
   
   3.2 Funds raised, through concert ticket-sales and membership fees, by the CSC shall be used to cover the running costs of the choral ensemble and to raise money for the choir’s chosen charity.
   
   3.3 The following running costs shall be covered by choir funds:
      
      3.3.1 Musical Director (£40.00 per hour including travelling fees)
      3.3.2 Accompanist Fees (£22.50 per hour)
      3.3.3 Rehearsal Venue Hire (£15.00 per hour)
      3.3.4 Sheet Music Materials
      3.3.5 Refreshments
      3.3.6 Administrative Duties (Finance etc)
   
   3.4 The fees of the Musical Director and Accompanist shall be reviewed on an annual basis.
   
   3.5 RM is responsible for the accurate accounting of the CSC funds. RM shall record all incoming monies by hand as well using computer technology in order to ensure accurate record keeping. RM shall present to the membership, once per term, an account balance sheet detailing the state of choir funds.

4. **Membership Of The Organisation**
   4.1 CSC is, primarily, a non-auditioning choral ensemble.
   
   4.2 Membership of CSC shall be open to all members of the public without prejudice toward religious views, ethnicity or sexual orientation.
   
   4.3 Members who commit themselves to CSC shall agree to:
      
      4.3.1 Give priority in their schedules and attend as many choir rehearsals as possible.
      4.3.2 Pay a membership fee according to the category of membership into which they fall.
      4.3.3 Make a commitment to home-practise through the use of available guidetracks
      4.3.4 Make a commitment to visit the choir website on a regular basis to gain access to guidetracks and relevant news relating to the ongoing development of the ensemble.
   
   4.4 Membership fees are collected in order to cover the running costs of the choir. Running costs are defined as the fees charged by the:
      
      4.4.1 Musical Director
      4.4.2 Accompanist
      4.4.3 Rehearsal Venue Hire
      4.4.4 General Administration
   
   4.5 Membership fees are categorised, as follows, in order to take into account the age groups of members who may join the CSC:
      
      4.5.1 Standard £6.00 per rehearsal (under 65yrs)
      4.5.2 Concession £5.50 per rehearsal (over 65yrs)
4.6 Members of the **CSC** shall be permitted to pay the membership fees:

4.6.1.1 Termly (via Cash, Cheque or Online Transfer)
4.6.1.2 Half-termly (via Cash, Cheque or Online Transfer)
4.6.1.3 Weekly (via Cash)
4.6.1.4 Annually (via Cheque or Online Transfer)

5. **Dissolution of Ensemble and subsequent Distribution of Funds**

5.1 Should RM decide the CSC is not a viable choral ensemble to run then he shall inform all members about its dissolution within a period of no less than one school half-term (6 weeks).

5.2 All choir funds accrued, prior to dissolution, less the running costs of the final weeks of rehearsals, shall be donated in full to the chosen charity of the year of dissolution.

5.3 Subsequent to this RM shall arrange for the **CSC** bank account shall be closed.

6. **Declaration**

6.1 This constitution is hereby declared as being put in place by Mr. Thomas Rodgers, for the benefit of the **CSC**, a not-for-profit subsidiary organisation that he run as part of his own business, Rodgers Music.

6.2 It is declared that this document shall be made publicly available on the CSC Website and will be available at any time for the benefit of members and non-members alike.

6.3 The constitution may be revised on an annual basis by Mr Thomas Rodgers, of Rodgers Music, as needs require. If this constitution requires change any proposed changes shall be made public to the members of the choir before being put into place.

Signed ______________________  Printed: **T.W. Rodgers**.

Date: **31st July 2019**