

STREATHAM THEATRE COMPANY

Note: Like many such organisations Streatham Theatre Company is a not-for-profit unincorporated association governed by a Constitution (below). It is not a limited company. As such, liability resides with officers and members, and is not limited. However insurance is purchased to protect the company.

CONSTITUTION

1. NAME

The Company shall be called 'STREATHAM THEATRE COMPANY' or 'STC', abbreviated to 'STREATHAM THEATRE' or 'ST'.

2. OBJECTS

The Objects of the Company shall be:

- a) to promote the performing arts;
- b) to produce and promote performing arts productions;
- c) to provide performing arts and social facilities;
- d) to encourage high standards of the performing arts, through providing opportunity, experience, skills transfer, practice, training, education and other means;
- e) to provide access and opportunity for all as participants and audiences;

for the benefit of the community of the Streatham area,

where 'performing arts' includes, but is not limited to, all aspects of theatre and related arts and crafts.

3. POWERS

To achieve the Objects, the Company, by its Committee, shall have the following powers:

- a) to raise funds, charge subscriptions and fees, and receive donations and gifts;
- b) to produce and promote productions and events;
- c) to purchase, license or otherwise acquire interests in the copyright of works;
- d) to purchase or otherwise acquire land, buildings, plant, machinery, equipment, scenery, costumes, props and all other necessary effects;
- e) to purchase or otherwise acquire services, including accounting, administration, banking, insurance, legal, publicity, training, travel and all other necessary services;
- f) to enter into contracts, affiliations or other arrangements with other bodies;
- g) to make donations to charities or other bodies;
- h) to do anything else which is beneficial to achieve the Objects above.

4. RESTRICTIONS

The Company shall not:

- a) have any political or religious purposes;
- b) engage in political or religious activities other than in support of its Objects;
- c) support any political party or engage in party political activities;
- d) support any specific religion.

5. MEMBERS

- a) Membership shall be open to all persons aged 18 or over living, working or studying in, or otherwise connected with, the Streatham area and who are prepared to participate in a production, accept office, undertake work for the benefit of the Company or participate by giving other assistance. Eligible persons may apply in writing to the Company or be nominated with their consent by a Member.
- b) Election to membership shall be at the discretion of the Committee.
- c) A period of two days must elapse between application or nomination for membership and admission as a Member.
- d) Members shall agree to abide by the Constitution, Policies and Rules of the Company, and to consent to their personal data being held and processed for the purposes of the Company.
- e) Members shall pay subscriptions and fees, the amounts to be recommended by the Committee and endorsed at a General Meeting. Changes to subscriptions will take effect from a date agreed at that General Meeting.

- f) Members who are up to date with their subscriptions and fees are entitled to vote at General Meetings.
- g) The Committee may elect any person as an Honorary Member for a specified period or for life, as they may think fit. Honorary Members shall be entitled to all the benefits of Members except they shall not be entitled to vote at General Meetings, and shall have all responsibilities of Members except they need not pay subscriptions.
- h) A Member shall cease to be a Member if he or she resigns or if his or her subscription is more than 30 days in arrears, in which case the Member will be deemed to have resigned.
- i) Any Member whose actions are considered to be detrimental to the interests of the Company shall have his or her conduct examined by the Committee, who shall afford him/her a hearing. The Committee shall have power to expel with immediate effect such a Member by two-thirds majority of those present. Any such expelled Member shall have, however, a right of appeal to a General Meeting.

6. SUPPORTERS

- a) Supporters are persons who have given support for the Company, for example, through purchase of tickets, donation of money or in kind, or attendance as audience.
- b) Supporters may be admitted and expelled at the discretion of the Committee.
- c) A period of two days must elapse between such support and admission as a Supporter.
- d) Supporters pay no subscriptions.
- e) Supporters are not entitled to vote at General Meetings.

7. ASSOCIATES

- a) Organisations of good standing with similar objectives, and/or their membership, may be granted associate status at the discretion of the Committee.
- b) Associate status may be revoked at any time at the discretion of the Committee.
- c) The benefits and responsibilities of Associates shall be defined at the discretion of the Committee, but shall not be more beneficial than for Members.
- d) Subscriptions for associates shall be set at the discretion of the Committee.
- e) Associates are not entitled to attend or vote at General Meetings.

8. GUESTS

- a) Guests may be invited as audience or participants at the discretion of the Committee, who can revoke such invitations at any time.
- b) Guests are not Members, pay no subscriptions and are not entitled to attend or vote at General Meetings.

9. COMMITTEE

- a) The affairs of the Company shall be administered by a Committee consisting of Chairman, Secretary, Treasurer, and a minimum of three others, who must all be voting Members of the Company.
- b) The Committee shall be elected by voting Members of the Company at the Annual General Meeting. Any voting Member of the Company shall be eligible for nomination at or before the Annual General Meeting. The Secretary shall obtain the agreement of the nominee. The incoming Committee shall replace the outgoing Committee at the end of the Annual General Meeting.
- c) The Committee is empowered to appoint eligible voting Members of the Company to fill casual vacancies.
- d) The Committee is empowered to co-opt other voting Members of the Company.
- e) Committee members shall be part of the Committee until the Annual General Meeting, or until they resign, or until they are removed by voting Members at a General Meeting, whichever occurs first. A Committee member failing to attend three consecutive Committee meetings without reasonable excuse may be deemed to have resigned by the remainder of the Committee.
- f) The Committee quorum shall consist of 50% or more of the elected (i.e. not appointed and not co-opted) Committee members.
- g) Committee members shall declare any interests which could be, or could be seen to be, in conflict with the Company.

10. TREASURER

The Treasurer shall keep accounts and be responsible for all funds.

11. FUNDS

- a) The Company's funds shall be applied solely to its Objects and Powers.
- b) No remuneration shall be paid to a Committee member in return for their services as a Committee member. However fair and reasonable payments may be made to a Committee member for other services or goods at the discretion of the rest of the Committee (the person concerned not being present).

12. FINANCIAL YEAR

The financial year of the Company shall commence on 1st April and end on the following 31st March.

13. FINANCIAL STATEMENTS

The Company shall produce an Income & Expenditure statement and a Balance Sheet prepared by the Treasurer and approved by the Committee for presentation at the Annual General Meeting.

14. SECRETARY

The Secretary shall be responsible for:

- a) issuing notices and agendas of Committee meetings and General Meetings;
- b) managing the election of Committee members;
- c) keeping Minutes of the Committee meetings and General Meetings of the Company;
and
- d) dealing with administration and correspondence relating to the Company.

15. GENERAL MEETINGS

- a) The Secretary shall give written notice of each General Meeting at least 21 days before the meeting. Accidental omission shall not invalidate any meeting.
- b) General Meetings shall be open to Members and Supporters, but only voting Members shall have a vote. Others may be invited to attend all or part of a General Meeting at the discretion of the Committee.
- c) Attendees shall declare any interests which could be, or could be seen to be, in conflict with the Company.
- d) No business shall be conducted at a General Meeting unless a quorum is present. A quorum at any General Meeting shall consist of ten voting Members, or one-third of the total voting membership, whichever is the lesser number.
- e) If within half an hour from the appointed time of the General Meeting to commence a quorum is not present then the meeting, if convened at the requisition of the Members shall be dissolved. In any other case the meeting shall be adjourned to a later date within 30 days of the meeting at which the adjournment took place. The voting Members present at the meeting so adjourned shall constitute a quorum.
- f) No General Meeting shall become unable to conduct business from the want of a quorum after the chair has been taken.
- g) The Chairman, or, if absent, any other voting Member nominated by the Committee, shall chair every General Meeting. Each voting Member present shall have one vote. A motion will be passed if 50% or more votes are in favour of the resolution (except where other majorities are defined in this Constitution). If votes are cast equally, the chair of the meeting shall have a casting vote (in addition to their own vote).
- h) The chair of the meeting may with the consent of the meeting (and shall if directed by the meeting) adjourn the meeting to another time and/or place. No business may be transacted at an adjourned meeting except business which could properly have been transacted at the original meeting.

16. ANNUAL GENERAL MEETING

The Annual General Meeting shall normally be held within three months of the end of the financial year, to:

- a) Receive reports from Committee members
- b) Receive and approve the financial statements
- c) Approve subscriptions and fees
- d) Elect the Committee

- e) Discuss other business of the Company

17. EXTRAORDINARY GENERAL MEETING

An Extraordinary General Meeting may be called at any time, subject to the required notice period, by

- a) the Committee or
- b) written request to the Secretary by one-third of the total voting membership of the Company. A simple majority of those Members calling the meeting must be present at said meeting, which shall normally be held within 60 days of a valid request.

18. DISSOLUTION

The Company may be dissolved by resolution at a General Meeting provided that the resolution is passed by a two-thirds majority of those voting Members present. The Committee shall be responsible for the winding up of the Company. Any surplus will not be returned to any Members. Any assets remaining after the discharge of the Company's debts shall be disposed of in accordance with the Objects as directed by a simple majority of those voting Members present at a General Meeting.

19. COMMUNICATION AND ELECTRONIC MEANS

- a) Communications, requests and notices to be given in writing may be given by physical or electronic means at the discretion of the Committee, and shall be sent to the last known address.
- b) A Committee meeting or General Meeting may be held by suitable physical or electronic means at the discretion of the Committee in which each participant may communicate with all the other participants. Such participants shall be treated as present at the meeting.

20. POLICIES AND RULES

The Committee may make, repeal or change any policies and rules they may consider necessary for the benefit of the Company, which shall have effect unless set aside by the Committee or at a General Meeting.

21. AMENDMENTS TO THIS CONSTITUTION

No alterations of, or addition to, this Constitution shall be made except by a two-thirds majority of those voting Members present at a General Meeting.