

Friends of Norfolk County Youth Orchestra

Constitution

1. Name

The name of the organisation shall be the 'Friends of Norfolk County Youth Orchestra' (hereinafter referred to as FNCYO).

2. The Objectives of FNCYO

The objectives of FNCYO are:

1. To aid the development of young musicians principally through membership of the 'Norfolk County Youth Orchestra', or whichever such organisation is deemed to represent the 'Norfolk County Youth Orchestra' as defined by and at the sole discretion of the committee of trustees.
2. To assist, in whichever way deemed appropriate by the committee of trustees, the young musicians who are of limited means, to become and remain members of the 'Norfolk County Youth Orchestra'.
3. To nurture and ensure the continuation of a Norfolk County Youth Orchestra (NCYO) of high musical standards, to which young musicians living in Norfolk of sufficient musical ability, can aspire.

3. Powers

In order to carry out the charitable purposes, the trustees shall have the powers to:

- Raise funds and receive grants and donations.
- Grant bursaries and scholarships.
- Purchase instruments and equipment for music.
- Providing and organising services; music publicity and marketing for events; other appropriate activities incurred by FNCYO.

4. Membership

All parents of members of the Norfolk County Youth Orchestra will automatically become members of FNCYO. Parents who wish to continue to support the orchestra after their child has left, and other interested parties may also be members.

5. Governance and Management

The management of FNCYO shall be by a committee of trustees, comprising:

- Chair
- Vice-chair
- Treasurer
- Secretary
- Other trustees, as deemed necessary by the committee.

A representative of the governing body of NCYO may be invited to attend committee meetings as a non-voting member of FNCYO.

Committee members may appoint, at their discretion, other persons to attend committee meetings in a non-voting advisory capacity.

Any member, other than members of the governing body of NCYO, may stand for election as a trustee. The members of FNCYO shall appoint the Chair, Vice-chair, Treasurer and Secretary at the AGM. Other members of the committee may be elected at an AGM or EGM. All members of the committee may serve for a period of up to three years, after which they shall retire at the AGM but may stand for re-election. If a member of the committee resigns before the AGM, the Committee is empowered to co-opt a temporary, non-voting member to serve until the next AGM or appointment.

FNCYO may have a patron or patrons, to be agreed upon by the trustees.

6. Finance

- The financial year shall end on 31st March.
- The bank account shall be in the name of 'Friends of Norfolk County Orchestra'.
- BACS transfers and/or cheques written in order to make payments shall be approved by a majority vote from the committee of trustees with a poll taken. Record kept within trustees' meeting minutes or other payment authorisation records.
- BACS transfers and/or Cheques shall be authorised and/or countersigned by those who, by having signed the Bank Mandate, are authorized signatories (with the requirement that as a minimum one such person shall be either the Chair or the Treasurer).
- FNCYO may receive grants and gifts. Tickets for any part of its concerts or other events may be offered for sale to the public.
- The income and property of FNCYO whencesoever derived shall be applied solely towards promoting the objectives of the Organisation as set forth above and no portion thereof shall be paid or transferred either directly or indirectly to any member or members of FNCYO except in payment of a professional fee or legitimate expenses incurred on behalf of FNCYO. All expenses shall be recorded and approved for payment by the committee of trustees in the manner described above.

7. Annual General Meeting

Within seven months of the end of each financial year all members shall be invited to an Annual General Meeting. At least 14 days' notice of the AGM shall be given to all members in writing including details of the agenda.

The Committee will present to each AGM the trustees' annual report, financial review and supporting accounts of FNCYO for the preceding year. Nominations for election to the Committee must be made by members of FNCYO in writing and must be in the hands of the secretary of the Committee at least 14 days before the AGM. Should nominations exceed vacancies, an election shall be held.

At least 3 members must be present at the AGM.

Minutes must be kept of the AGM.

An extraordinary General Meeting, for which at least 14 days' notice in writing must be given to members, may be called by the committee or upon written request to the secretary signed by at least five members of FNCYO. The notice must state the business to be discussed.

8. Trustee meetings

There shall be a quorum when there are at least three committee members present at a meeting. The trustees must hold at least one meeting in addition to the AGM each year. Minutes shall be kept for every meeting. Trustees may act by majority decision.

9. Voting

Voting at general meetings shall be by a show of hands, unless the Chair rules to the contrary. **Amendments to the constitution or the removal of a serving trustee require at least a two-thirds majority of the members present.** A simple majority shall apply to **all other** decisions. In the event of equality the Chair shall have the casting vote. Only members are entitled to vote.

10. Annual Accounts

The annual financial accounts of FNCYO shall be presented to the members at the AGM.

11. Amendments

The Constitution may be amended by a **two-thirds** majority of the members present at an AGM or EGM provided that fourteen days' notice of the proposed amendment has been sent to all members and provided also that nothing contained shall authorise any amendment that shall have the effect of FNCYO ceasing to be a charity.

12. Dissolution

In the event of FNCYO being dissolved by any court, the assets remaining upon dissolution after the payment of proper liabilities shall be transferred to one or more charitable institution or institutions having similar objectives to those of FNCYO.

FNCYO is a charity; registered company number 1123478.

The constitution was amended at the AGM on 30/07/2020