

Constitution of Manchester Ceilidh

1 Name

1.1 The name of the organisation shall be "Manchester Ceilidh", subsequently referred to as "MC."

2 Aims and Objectives

2.1 The aims of MC will be:

- i. To run a regular student ceilidh night in Manchester
- ii. To develop a vibrant local folk music scene embracing a range of traditions.

2.2 MC will meet these aims by:

- i. Launching a regular student ceilidh night in Manchester
- ii. Developing links with the existing folk scene.

3 Management

3.1 MC will have a voluntary Management Committee.

3.2 It shall be the job of the Management Committee to spend and develop MC's financial and capital resources in furtherance of its Aims and Objectives; thus taking responsibility for all aspects of MC's business, planning and operations.

3.3 The Management Committee will comprise a minimum of 3 members, drawn from active supporters of the aims and objectives of MC. MC shall appoint Management Committee members as it sees fit, and all such appointments shall be ratified annually by an AGM (see section 6.2).

3.4 The Management Committee will share tasks, responsibilities and decision-making as appropriate, though it shall elect a Treasurer who will have ultimate responsibility for the club's finances, an Artistic Director who has ultimate responsibility for guiding the artistic policy, A Technical Director, a Publicity Co-ordinator and a President with overall responsibility.

3.5 All significant decisions will be decided on a simple majority vote. The president shall have a casting vote.

3.6 The above roles may be combined or shared at the absolute discretion of the Management Committee.

3.7 The Management Committee may recruit and manage individual project workers, or establish additional project or advisory groups with individual terms of reference, as appropriate.

3.8 The required quorum for a meeting of the Management Committee shall be 50% + 1.

3.9 Resignation

- i. Any member of the Management Committee (with the exception of the President) wishing to resign shall be required to notify the President.
- ii. The President may resign from his/her position by giving four weeks' notice to the Management Committee.
- iii. If any member of the Management Committee misses two consecutive meetings without prior apology, that member will be deemed to have resigned

3.10 No Confidence

- i. A motion of no confidence in any member of the Management Committee may be passed at any meeting thereof, provided that full notice of the motion is circulated with the Agenda.
- ii. If a motion of no confidence is passed by a two-thirds majority of those present and voting, the subject of the no confidence motion shall be deemed to have resigned with immediate effect.
- iii. Any member of the Management Committee who has resigned or been deemed to have resigned under ii. Above shall be eligible for re-appointment.

4 Income and Property

4.1 The income and property of MC shall be applied solely towards its aims and objectives. At the discretion of the committee charitable donations may be made.

5 Finance

5.1 The Treasurer shall maintain a cheque account in the name "Manchester Ceilidh" at any bank.

5.2 All cheque payments made on behalf of MC must be signed by the Treasurer and one other member of the Management Committee.

5.3 All payments must be supported by properly prepared invoices or vouchers.

5.4 An External Auditor shall be appointed at the discretion of the Treasurer. The External Auditor shall examine the annual accounts of MC and certify that they are a true and accurate record of MC's financial affairs.

6 Accountability

- 6.1 MC will publish annually its audited accounts, which shall be placed in the public domain.
- 6.2 MC will hold an Annual General Meeting (AGM) for the purposes of publicly reporting on its progress and finances.
- 6.3 The AGM shall be open to any person who wishes to attend.
- 6.4 Notice of the AGM shall be given not less than 4 weeks before the date of the meeting.
- 6.5 The AGM shall be held within 18 months of the preceding AGM.

7 Equal Opportunities

- 7.1 MC shall strive to ensure equality of opportunity and access for all, regardless of age, gender, ethnicity, sexuality, or ability.

8 Dissolution

- 8.1 If, upon the winding up or dissolution of MC there remain (after the payment of all debts and liabilities) any assets, these shall be transferred to a local organisation having similar aims and objectives to MC.
- 8.2 Dissolution will be at the absolute discretion of the Management Committee.

9 Indemnities

- 9.1 Every member of the Management Committee shall be indemnified out of MC funds against all losses or liabilities which that member may incur or sustain in or about the execution of their office, and no member shall be liable for any loss, damage or misfortune which may happen or be incurred by MC in the execution of their duties in their office, providing that nothing in this section shall affect their liability for the consequences of any negligent act on their part.

10 Constitutional Change

- 10.1 This constitution may be changed at any time by the Management Committee until 30/06/05 and thereafter with the approval of a General Meeting.

11 Availability

- 11.1 This constitution shall be available to any person on request, and shall be regarded as a public document.