

THE BARKWAY PLAYERS: RULES OF GOVERNANCE

Name

1. The Society is known as The Barkway Players. Its activities are amateur dramatics. Its area of benefit is Barkway, Hertfordshire, and the surrounding towns and villages.

Aims

2. The aims of the Society are to perform at least one pantomime, revue or other stage production each year, normally at Barkway Village Hall, open to the public.
3. The Society may hold other events, performances or presentations, as decided by the Members.
4. The Society is a non-profit-making entity. Proceeds from performances, presentations and events may be applied towards
 - a. covering the costs of such events and the running costs of the Society
 - b. acquiring assets for the benefit of the Society
 - c. supporting Barkway Village Hall, and/or other local charities or good causes as determined by the members.

Membership

5. Membership is open to anyone participating in or supporting the Society's activities, whether as a performer or technical member. No subscription is payable by members.
6. All members over 18 years of age must sign and abide by the content of a Contact, Consent and Child Protection form, which will be retained by the Chair or other appropriate officer in accordance with the Society's privacy and data protection policy.
7. Junior members, i.e. those under 18, must provide a Contact, Consent and Child Protection form signed by a parent or guardian.
8. Membership will automatically lapse if
 - a. the member indicates a wish to be removed from the membership list, or
 - b. the member is no longer active within the Society.

Members' meetings

9. An annual meeting of the Society, to which all members are invited, will
 - a. decide on the activities of the Society

- b. receive written or oral reports from the Chair and Treasurer
- c. approve the accounts
- d. make decisions on governance, including amendment of these Rules.

10. An extraordinary meeting must be held if

- a. decided by the officers, or
- b. at least six members request a meeting in writing addressed to the Chair.

An extraordinary meeting may only consider the matters set out in the decision or request to hold such a meeting. It must be held as soon as practicable after the decision has been made or the request received. All members of the society must be invited to attend.

11. Members' meetings may be held in person, by video conference, or by a combination of the two.

12. If a vote taken at a members' meeting is tied, the Chair of the meeting shall have the casting vote.

Officers

13. The annual meeting will appoint the following officers:

- a. A Chair, who is responsible for the day-to-day operation of the Society, and who normally chairs members' meetings
- b. A Treasurer, who is responsible for the Society's finances
- c. A designated safeguarding lead
- d. Any other officers the annual meeting considers necessary.

Accounts

14. The Society will maintain a bank account appropriate for a small society.

15. The Treasurer will maintain the society's accounts and advise the officers and members on good financial management.

Safeguarding

16. Since the Society's members include young persons, safeguarding is paramount. The Designated Safeguarding Lead will advise on safeguarding matters, including on practices to be followed by all members at meetings, performances and events.

Amendment of these rules

17. These Rules may be amended by a members' meeting, based on a simple majority of the votes of the members present.

Winding-up of the Society

18. The annual meeting may decide to wind up the society by a vote of two-thirds of the members present. Any such decision must set out how the assets of the Society should be distributed.

Date: 18 May 2024