



**CONSTITUTION OF THE VICTORY PLAYERS
ADOPTED AT THE ANNUAL GENERAL MEETING HELD ON 17 JUNE 2008**

1. A drama group, entitled The Victory Players, is established in Balcombe.
2. The objective of the Group is to promote and perform drama in Balcombe.
3. Membership of the Group is open to any resident of the parish of Balcombe, and to non-residents subject to their membership being supported by a member of the Group, upon payment of the annual subscription. A member may not support more than three applications by non-residents in any one year.
4. Residents of the parish of Balcombe who do not wish to take an active part in public productions but who wish to support the objective of the Group and may wish to participate in its other activities may apply to be "friends" of the Group. Friends shall have preferential access to tickets for public productions.
5. An Annual General Meeting of the Group shall be held in June of each year. At this meeting the members shall elect from amongst themselves a Chairman, a Treasurer, a Secretary and three others, which persons shall collectively form the Committee of the Group until the next Annual General Meeting.

The Chairman is responsible for convening meetings of the Committee, for ensuring that the Committee carries out its obligations effectively, and for convening the Annual General Meeting of the Group and, in accordance with Clause 9 of this constitution, any Extraordinary General Meetings.

The Treasurer is responsible for maintaining proper records of all financial transactions by the Group and for presenting a detailed financial statement to the Annual General Meeting. The Treasurer also receives all applications for membership and subscriptions, and maintains up to date records of members and friends.

The Secretary is responsible for circulating the Agendas and for taking and circulating minutes of Committee and General Meetings, for securing venues for such meetings, and for liaison with other organisations in Balcombe.

The Committee is collectively responsible for the tasks listed below. In undertaking these tasks the Committee may call on the assistance of such other members of the Group, and others outside the Group, as they deem fit.

- **Planning:** establishing a programme of public productions
- For each **Public Production:**
 - Appointing a **Director**, who is responsible for casting, scheduling of rehearsals and all artistic matters.
 - Appointing a **Producer**, who will arrange and co-ordinate all aspects of the production other than those that are the responsibility of the Director.
- **Events:** organising activities other than public productions, in accordance with the wishes of the members.
- **Publicity:** publicising public productions and other activities to the Group, within and beyond Balcombe, to maximise attendances by members of the public..

6. The Committee may at its discretion draw up a set of rules for the administration of the Group if they deem such rules are needed for the benefit of the members. Any such rules must be submitted to a meeting of the Group for approval.
7. The Group may invite a person who is not a member or a friend to be its Honorary President.
8. At each Annual General Meeting the amounts of the subscriptions for members and friends for the year commencing on the 1st July, on which date such subscriptions become due, shall be fixed. Applicants shall pay a year's subscription with their applications. New subscriptions taken after 1st January shall last until 1st July in the following year. A member or friend who has not paid the subscription for the current year and has not resigned by 30th September shall be deemed to have resigned from the Group and on applying to re-join must pay an Administration Fee of £5.00. The Administration Fee will not apply to those who resign and subsequently re-join.
9. The Chairman shall convene an Extraordinary Meeting of the Group, giving members not less than 28 days notice of the date, time, venue and agenda for the meeting, as soon as possible after receipt of a request to do so signed by not less than ten members.
10. The Group will aim to perform at least one major public production each year, probably in the Victory Hall, probably during March.
11. The Group may seek to raise additional finance through sponsorship and/or fund raising activities.
12. The Group shall seek to establish and maintain good relations with other organisations in Balcombe.