

# **CROOK MORRIS CONSTITUTION**

## **1 NAME**

The name of the side shall be **CROOK MORRIS**.

## **2 OBJECT**

The object of the side is to encourage participation in, and the promotion of traditional Cotswold Morris, Border Morris, Rapper Sword Dancing and Mumming Plays throughout the South Lakes area, in particular, and further afield at folk festivals, Morris weekends and international invitations.

The side should aim for all performances to be accessible to all and for the enjoyment of all people regardless of background.

## **3 MEMBERSHIP**

Crook Morris is an inclusive, democratic organisation and therefore membership is, and always will be, open to all subject to a minimum age limit.

**GDPR Statement** - Crook Morris holds certain information about each member such as name, address and contact details. Crook Morris is committed to protecting and respecting member information and will not pass it on to a 3rd party without the member's consent.

Crook has 3 membership groups.

- 3.1 *Full membership* of the side will be open to anyone who is of secondary school age or over and is a resident of Cumbria or adjacent counties.
- 3.2 *A Members at a Distance* group for Members who have left the side but still wish to be involved. Attendance at side ceilidhs will be at half price.
- 3.3 *A Friends of Crook* group. Other sides, people who want to keep in touch but not be closely involved.

## **4 COMMITTEE**

- 4.1 The side will be managed by a committee of not less than 5 officers – Squire, Secretary, Treasurer, Morris Foreman, Publicity Officer & Rapper Foreman - who will be elected annually at the AGM of the side.
- 4.2 Nominations for elections to the committee will be submitted in writing to the secretary not later than seven days before an AGM
- 4.3 In the event of any extraordinary occurrence that affects Crook Morris the officers will meet, possibly by an online type meeting and draw up a suggested plan for what action the side should take.
- 4.4 All roles will have an agreed outline; Officers are expected to be proactive within their job for the good of the side.

**SQUIRE** will look after the overall wellbeing of the side, its gathering together and harmony. Manage the organisation of the side's events, dance outs, festival attendances and as well as the seeking and securing of paid bookings.

**SQUIRE ELECT** will take office at the start of the Squire's second year.

**SECRETARY** will take and circulate minutes at the AGM, Officers' meetings and practice meetings. They will receive and apportion invitations and general enquiries and maintain the link with organisations Crook Morris is a member of, e.g. The Morris Federation.

Collect AGM items from side members by 31<sup>st</sup> August. They will produce agendas for AGMs., EGMs, and Officers' Meetings.

TREASURER will receive all moneys from subscriptions, bookings and collections. Make payments for halls, festival tickets, publicity material and ceilidh costs. Receive all financial bills from side members by 31<sup>st</sup> August.

Pay squire's stipend. Recommend subscription and subsidy rates at each AGM.

MORRIS FOREMAN will teach the side its repertoire and use best methods (verbal, demonstrations, written notations, videos). They will bring either rested or new dances to the side most years to keep interest alive.

PUBLICITY OFFICER will identify the sides main events e.g., Festivals, Bookings, Ceilidhs and Dance Outs and seek to publicise them in local, regional and national magazines, radio and TV. They will produce leaflets for events and summer dance outs.

RAPPER FOREMAN As for Morris Foreman but to teach Rapper.

BUNNY PARENTS will send cards, flowers, or appropriate items to members for major life events. Illness, injury, marriages, major birthdays, anniversaries or having children.

4.5 The Squire will normally serve 1 year as Squire Elect, followed by 2 years as Squire. In the absence of a Squire Elect the side will have 3 options at its AGM. Firstly, to seek a new squire to take up the post at the AGM for at least 1 year. If that is not successful, then the side will pursue one of the two other options:-

- \* Agree to an extension to the existing squire's tenure for a maximum of an additional maximum 1 year as a caretaker Squire.

- \* Choose not to have a squire for 1 year and for the officers to run the side with an individual squire for each event.

4.6 Officer positions will be open to full side members including the current incumbent.

4.7 In the event of any situation where the committee or any member of the committee find themselves unable to perform their duties adequately, they are required to raise the matter initially with the committee but resign if there is no alternative.

4.8 There will be 2 groups of officers.

- Group 1 - Squire, Secretary, Treasurer and Morris Foreman. They must be full members of the side. None of these officers will hold more than one of these positions.

- Group 2 - Rapper Foreman, Squire Elect, Publicity, Mumming and Music.

4.9 Crook Morris is a democratic and inclusive side. All major decisions will be put to the side for discussion and agreement.

For any decisions that are required, the committee will always consider if it is a matter that should be put to the side.

4.10 The committee has the authority to co-opt as additional members such persons as are required in their or the side's opinion.

4.11 The committee will aim to meet at least four times a year.

4.12 Their duties will be to safeguard the interests of the members by organising the practice premises, managing Crook's finances, providing leadership and by encouraging members to play a full and active role in the activities of the side.

4.13 Additional duties will include planning for the good future of the side by making suggestions for new activities and workshops that will be of help to the side.

- 4.14 Sub committees, which may include people other than officers, will be used where appropriate to research and recommend items to the side.

## **5 ACCOUNTS**

The committee and Treasurer will ensure that the proper accounts of all monies belonging to the side are kept, and annual accounts will be presented to the side at the AGM.

The subscription rates for each category of membership will be agreed at the AGM with a recommendation from the Treasurer.

There will be a Squire's stipend per annum set at each AGM.

Subsidy - Crook Morris has an annual subsidy pot to help fund the side's attendance at dance events where Crook will be performing. To claim on this fund, people need to be fully paid up members of the side and to have attended a minimum of 50% of the practices, the record of this to be kept by the squire. The annual amount that any individual can claim will be set each year at the AGM with a recommendation from the Treasurer.

The financial year will run from 1<sup>st</sup> September to the 31<sup>st</sup> of August each year.

## **6 MEETINGS**

- 6.1 An Annual General Meeting will be held in the month of September.
- 6.2 Items for inclusion in the agenda should be submitted to the secretary by 31<sup>st</sup> August.
- 6.3 Any items submitted after this date and not relevant to the AGM will be dealt with at a separate meeting.
- 6.4 The secretary will give full members notice of the AGM date at the start of September.
- 6.5 The agenda will be circulated no later than one week before the AGM.
- 6.6 Full members of the side have the right to attend and vote.
- 6.7 A general meeting may be convened at any time by the committee and will be done so on receipt of a request detailing the outline of the reason and signed by 3 members of the committee.
- 6.8 An Extraordinary General Meeting may be called by any full member of the side by raising a request detailing the outline for the reason and signed by any 3 full members. The committee will then arrange that meeting with reasonable notice (as soon as possible). Full members have the right to attend and vote.
- 6.9 The quorum for the AGM and any EGM is to be 50% of the current full membership.

## **7 CONSTITUTION**

This constitution will only be altered by a resolution passed by more than half of the full members of the side in an Extraordinary General Meeting or an AGM. Notice of proposed amendments to the constitution must be given in writing not less than fourteen days before the Extraordinary General Meeting or AGM.

## **8 DISSOLUTION**

In the event of the side being dissolved following an EGM any property remaining after satisfaction of all its debts will be put into disposal of some other organisation with similar objectives to CROOK MORRIS. Any organisation of which Crook Morris is a member will be advised of that fact, and information on the dance repertoire will be lodged with the archives of The Morris Federation.