



Registered Charity No. 264425

The Annual General Meeting will be held on Wednesday, 23rd June, 2021, at 7.30pm, via Zoom.

AGENDA

1. Apologies for absence.
2. Minutes of the AGM held on 20th January, 2021. (Attached)
3. To receive the Chair's report for 2020/21. (Attached)
4. To receive and approve the Accounts, including the Financial Report for 1 May 2020 – 30 April, 2021. (Attached)
5. Election of Officers for 2021/22*

5.1 Present Officers seeking re-election are:

Treasurer	Kate Anetts
Front of House Manager	Sue Prutton
Chorus Secretary	Sally West-Lindell
Orchestra Secretary	Rob Barnes
Secretary to the Friends and Benefactors	Kate Anetts
Orchestra Sub-Committee Chair	Catrina Nixon
Committee Secretary	Alison Rhodes

** Note:*

The roles of Chair and Vice-Chair are three-year appointments from June, 2019. Hence, Caroline Dixey continues as Chair of the Norwich Philharmonic Society committee and Catrina Nixon as Vice-Chair for 2021/22.

5.2 Election of Publicity Officer**

There is a vacancy for a Publicity Officer for which nominations are invited.

6. Election of Ordinary Members**

6.1 Ordinary members seeking re-election are:

Chorus representatives: Alex Atherton and Frances Beadle

Orchestra representatives: Steve Kent-Davies and Judy Tryggvason

Public representative: Juliet Rickard

6.2 There are vacancies for two Public Representatives for which nominations are sought.

7. Co-opted members

7.1 Co-opted member seeking re-appointment:

Orchestra Librarian: Caroline Furniss

**** The role of Committee Members**

All elected members of the Committee are Trustees of the charity. Information about the role of a Trustee may be found at:

<https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3/the-essential-trustee-what-you-need-to-know-what-you-need-to-do>

The Committee normally meets five times a year, usually in central Norwich early on a Wednesday evening. This may be varied if the Covid-19 situation continues to dictate that meetings need to be held by electronic means and more frequently for a period. The Committee welcomes new members. If members are interested and/or are aware of members of the public who might consider getting involved with the Philharmonic, they are welcome to talk in the first instance to the Chair, Secretary or other members of the Committee to find out more.

8. To consider a proposed amendment to the Constitution to permit meetings by electronic means if necessary. *(Attached)*

9. Appointment of an Independent Accounts Examiner.

10. Presentation of Long Service Awards to Members.

11. Looking ahead to the 2021/22 Season.

12. Any other business (See Note 1 below).

**Alison Rhodes
(NPS Committee Secretary)**

Note 1: AOB items, written questions or comments on the Minutes or Accounts may be submitted to the Secretary up to 5pm on Tuesday, 22nd June, 2021, by email (alison.rhodes@btinternet.com) or in writing (address below)

Note 2: Nominations should be sent to:

**Alison Rhodes
Norwich Philharmonic Society
24, Burgess Way, Brooke, Norwich, NR15 1JY
to arrive no later than Wednesday, 9th June, 2021 (the closing date)**

MINUTES OF THE ANNUAL GENERAL MEETING OF THE NORWICH PHILHARMONIC SOCIETY HELD ON WEDNESDAY, 20TH JANUARY, 2021, VIA ZOOM

Antony Jarrod, the President of the Society was present. He invited Caroline Dixey, Chair of the Society's Committee, to take the chair for the meeting. On his behalf, Caroline warmly welcomed everyone, stating that the meeting was taking place via Zoom, in view of the restrictions arising from the Covid19 pandemic.

1. Apologies

It was reported that apologies had been received from 19 members. 41 members were in attendance.

2. Minutes of the Annual General Meeting (AGM) held on 18th June, 2019

The Minutes of the last AGM had been circulated along with the agenda and other papers, via email and post, the requisite period of notice having been given. The Minutes were taken as read and **accepted**, proposed by Colin and Diana Pordham and seconded by Rob Barnes.

3. Chair's Report

Caroline Dixey presented her report as Chair of the Society's Committee. Noting that the report had previously been circulated and that the 2019/20 and 202/21 season to date had been badly disrupted because of the Covid-19 pandemic, Caroline highlighted:

- i) the efforts of members of the Committee and especially of the Covid10 Sub-Group who had worked hard to enable Covid-secure workshops to take place at St. Andrew's Hall (SAH) (for the Chorus) and at the Norfolk Showground (for the Orchestra). Although these workshops were once again in abeyance, members of the Philharmonic had appreciated the opportunity to meet, to sing or to play;
- ii) the contributions of the two Conductors, Matt Andrews and David Dunnett, who had made the workshops so enjoyable;
- iii) the co-operation of the staff of SAH and the Showground. There was a very good relationship with the two venues and this was expected to continue following the appointment of Mark Nicholas, in succession to Greg Smith, as CEO of the Showground;
- iv) the regular, uplifting musical messages sent by the Chorus Secretary, Sally West-Lindell, and other contributors, during 'lockdowns';
- v) the likelihood that the next visit to Koblenz by the Chorus might not take place until 2023 at the earliest, as the Musik Institut Koblenz planned its programmes two years in advance;
- vi) the continued uncertainty about next year's programme. Consideration was being given to a number of options, depending on the circumstances, including shorter programmes which might be presented twice in one evening (to maximise audiences but also to maintain social distancing), and, for the Chorus, the possibility of piano, organ or small ensemble accompaniment. Inevitably, there would be implications for the amount and timing of publicity and the availability or otherwise of season tickets because of the uncertainty. The Committee would keep the situation under careful review. ;
- vii) the forthcoming 'Music Quiz' evening, on Friday, 29th January, 2021, via Zoom, organised by Matt Andrews and Caroline Furniss. Although this was normally a fundraising event, there would be no charge this year in view of the current situation;
- viii) the first '100 Club' draw live on Facebook, would take place at 11.00am on 21st January, 2021. It was pleasing that there had been an increase in the number of participants.

4. Annual Accounts, including the Financial Report for 1 May 2019 to 30 April 2020

4.1 The Treasurer, Kate Anetts, referred to the Annual Accounts and the Financial Report that had been circulated. She noted that the Society had ended the 2019/20 financial year 'in the black' by £2,215, despite the cancellation of the March, 2020 concert. With regard to the current financial year, it was pleasing that financial support had continued to be received from Benefactors, Friends

and Members, despite the cancellation of concerts and curtailed opportunities for rehearsal. When considered with the Society's reserves, the financial situation was such that the Society was still sustainable and a going concern, even if 2020/21 should report a loss..

4.2 The Chair, Caroline Dixey, thanked the Treasurer for her report and for her work in support of the Philharmonic Society.

4.3 The Accounts and Financial Report were **approved**, proposed by Rob Barnes and seconded by Frances Beadle.

5. Election of Officers for 2020/21

5.1 It was reported that the Officers (with the exception of the Chair and Vice-Chair, which were three-year appointments) had indicated that they were seeking re-election. Proposed by Caroline Dixey and seconded by Alison Rhodes, they were duly **re-elected**.

5.2 Following the retirement of Sue Mitchell as Secretary to the Committee, one nomination had been received from Alison Rhodes for this position. Proposed by Sally West-Lindell and seconded by Sue Mitchell, Alison was **elected** Secretary to the Norwich Philharmonic Committee and welcomed by the Chair.

On behalf of the Philharmonic Society, Caroline Dixey expressed her thanks and appreciation of all the work that Sue had done in support of the Committee.

6. Election of Ordinary Members

6.1 There was one vacancy for an Orchestra representative and a nomination had been received from Stephen Kent-Davies. Proposed by Alison Rhodes and seconded by Caroline Dixey. Stephen was duly **elected** as Orchestra representative and welcomed by the Chair.

6.2 There was one vacancy for a Chorus representative and a nomination had been received from Alex Atherton. The Chair had accepted this nomination for re-election as permitted under the Constitution, there being no other nominations received. Proposed by Alison Rhodes and seconded by Caroline Dixey, Alex was duly **re-elected** as Chorus representative and thanked for her continuing contribution to the Committee.

6.3 There were two vacancies for Public representatives. As no nominations had been received, these vacancies remained unfilled. The Chair encouraged members to consider whether they knew of any suitable candidates. The existing Public representative Juliet Rickard, had made very useful and invaluable contributions to the Committee.

6.4 There was one vacancy for a Publicity Officer. As no nominations had been received, this vacancy remained unfilled.

7. Appointment of Independent Accounts Examiner

The firm of Lovewell Blake was **re-appointed** as Independent Accounts Examiner, with thanks expressed, proposed by Kate Anetts and seconded by Sally West-Lindell.

8. Long Service Awards

The Chair reported that Long Service Certificates had been presented or sent to the following members:

Chorus: Marion Jones, Eryl Pickworth, Fred Pickworth and Pat Stephenson

Orchestra: Stephen Cox, Ruth Eagling, Caroline Furniss, Pat Hanchet and Andrew Murray.

On behalf of the Philharmonic, the Chair congratulated all the above on their achievement, which had also been reported in the Newsletter issued in December, 2020.

9. Looking ahead to the 2021/22 Season

As noted in Minute 3vi) above, there was still uncertainty about the 2021/22 programme. Depending on the situation with regard to the pandemic, it might not be possible to offer the programme that had been planned (but cancelled) for 2020/21. Accordingly, alternative options would be considered by the Committee. Valuable work had already been done by the Covid19 Sub-Group in organising Covid-compliant rehearsals/workshops. This would stand the Philharmonic Society in good stead for whatever might be possible, whether concert or workshop, in 2021/22.

10. Any other business

10.1 The Chair drew attention to the work of the Committee's Public representative, Juliet Rickard, with the Norfolk Centre for Young Musicians (NYCM). Under the aegis of the Guildhall School of Music, the NYCM was establishing a new Board of Governors and was seeking suitable members. The Chair invited expressions of interest from amongst the Philharmonic's Members, Benefactors and Friends and any contacts. Anyone interested should notify the Chair, Caroline Dixey, or the Secretary, Alison Rhodes, in the first instance.

10.2 Referring to the forthcoming Music Quiz on 29th January, 2021, via Zoom (Minute 3vii) above refers), the Chair extended a warm invitation to teams of up to eight to join what was anticipated to be an entertaining and stimulating evening. There would be no charge this year. Matt Andrews and Caroline Furniss were thanked for their work in organising this event.

10.3 The Chair concluded the meeting by thanking everyone for attending and looked forward to the time when the Philharmonic Society would be able to meet again in person.

NORWICH PHILHARMONIC SOCIETY

CHAIR'S REPORT ON THE 2020/21 SEASON

A very warm welcome to you all to this second AGM to be held via Zoom. As we have to give twenty-eight days' notice of the AGM, I am writing this report before we know what the much-anticipated announcement on 21st June will bring. We hope that we shall soon be able to meet again in person, if the 'roadmap' out of the Covid19 pandemic goes to plan, variant strains permitting.

What an extraordinary year this has been. Whilst we have not been able to hold any concerts, we have been able to hold Committee and Sub-Committee meetings, our January Quiz and '100 Club'draws – successfully, I must say - by remote means. Thank you to you all for your forbearance and to all who have contributed to the continuation of the necessary business of the 'Phil'. My thanks are especially due to the Committee and to the Covid19 Sub-Group. They have notched up some 16 meetings this year!

We were so pleased that we were able to offer a series of workshops before Christmas for the Orchestra at the Norfolk Showground and for the Chorus at St. Andrew's Hall until the second 'lockdown' was imposed. We have not been able to organise any other sessions – that is, until the recent announcement in which some relaxation of social distancing restrictions was announced, with effect from 17th May. Some of you will know that the Orchestra is meeting at the Showground again, working on three mini-projects over ten weeks:

- Dvorak Symphony No. 7
- Malcolm Arnold Symphony No. 5 - to prepare for what it is hoped will be the Orchestra's contribution to his centenary next season.
- Liszt Piano Concertos 1 and 2. This is an exciting opportunity for the orchestra to work once again with Alexander Ullman, a previous soloist with the Phil, who will be recording these concertos with the BBC Symphony Orchestra later this year.

We hope that there will be an opportunity for some Members, Friends and Benefactors of the Society to attend the 'run-throughs' of these works, social distancing rules permitting.

At the time of writing this report, we are also planning to offer a workshop/s for the Chorus possibly in late July. If we can proceed, this will be a great opportunity for the Chorus to meet as a whole and to sing together.

Turning to next season, we are very hopeful that there will be a welcome return to performance. What the programme will be will depend on any social distancing rules that may remain in place. The Committee has identified a number of options, ranging from performing the intended programme for 2020/21 to offering a different, shorter-in-duration programme to a reduced audience, that we might perform twice in one day, to maximise audience numbers. It may be that the Chorus sings with organ/piano or reduced orchestral accompaniment. Rest assured that the Committee and the Covid19 Sub-Group are carefully watching developments and have several options, depending on what is or is not, allowed.

Before I hand over to Kate Anetts, our Treasurer, to give her report and outline the financial impact that the Covid19 pandemic has had, may I reiterate my sincere thanks to Kate, to the Committee and in particular the Covid19 Sub-Group who have worked so hard this year on behalf of all members. I should also once again mention the wonderfully uplifting 'musical musings' prepared by Sally, our Chorus Secretary, and other contributors. I must also thank our indefatigable conductors, Matt and David; the Committee, Chorus and Orchestra Secretaries, Alison, Sally and Rob; our Vice-Chair and Orchestra Committee Chairman, Catrina Nixon; and Caroline Furniss and Matt Andrews for the hugely enjoyable Phil quiz.

Thank you too to all who have in any way worked hard to prepare, help deliver and perform exciting music in Covid-secure conditions, even if we have for the most part sung or played to ourselves.

Finally, I must also thank you, the Members of the Society, Friends and Benefactors, who have so generously paid subscriptions or made a financial contribution for 2020/21, particularly those which have helped to contribute towards the costs of workshops and continuing to pay our professional team, despite the limited opportunities we have had to date.

Let's look forward to 2021/22 and celebrate a much-anticipated return to making music,

Caroline Dixey
Chair
Norwich Philharmonic Society Committee



Norwich Philharmonic Society

Registered Charity No. 264425

Financial Statements

Year ended 30th April 2021

Trustees Annual Report for the period 1 May 2020 to 30 April 2021

Charity's principal address Mrs C Dixey
Rushlight Barn
Birch Way
Mundham
Norwich NR14 6EN

Website <http://www.norwichphil.org.uk>

Charity Trustees

Mrs Caroline Dixey	Chairman
Mr Michael Nutt	Vice Chairman
Ms Alison Rhodes	Secretary
Ms Kate Anetts	Treasurer & Friends' Secretary
Mrs Sue Prutton	Front of House Manager
Mrs Sally West-Lindell	Choir Secretary
Ms Alex Atherton	Choir Representative
Mrs Frances Beadle	Choir Representative
Mrs Sue Mitchell	Choir Representative
Mr Rob Barnes	Orchestra Secretary
Mrs Judy Tryggvason	Orchestra Representative
Mr Steve Kent-Davies	Orchestra Representative

Structure, Governance and Management

Governing Document

Norwich Philharmonic Society is constituted as an arts and music trust with the Charity Commission under charity number 264425. It is governed by a constitutional document.

Recruitment and appointment of trustees

Trustees are elected annually at the AGM (excluding the Chairman and Vice Chairman who are elected every third AGM).

The trustees are responsible for the recruitment of new trustees, who are elected at the AGM. If the Society needs to replace a trustee mid-season, the trustees will appoint as they see best for the Society.

Potential trustees are invited to attend a meeting and/or meet with the chairman to discuss the position in greater detail. This allows due consideration of the person's eligibility, personal competence, specialist knowledge and skills. On appointment to the committee all new members are briefed on the aims of the Society and the responsibility they hold.

Organisation Structure

The charity trustees are responsible for the general control and management of the charity, covering the running of the Society and the concerts held. They give their time freely and receive no remuneration or other financial benefits other than reimbursement for expenditure on behalf of the Society

The trustees meet together as a body at least four times a year and are responsible for all the decisions taken in relation to the running of the Society and the concerts held. To assist in the smooth running of the charity the trustees have set up sub committees to oversee aspects of the concert organisation, including publicity, choir and orchestra

Risk Management

The trustees have assessed the risks the charity faces and have implemented systems to mitigate these. The trustees are satisfied that systems are in place, or arrangements are in hand, to manage the risks that have been identified. In particular insurance cover is in place, and the finances are kept under regular review

Objectives and Activities

The Society aims to educate the public in the arts and sciences, and in particular the art and science of music, by the presentation of concerts and other activities.

The Society holds five concerts each year, these are supplemented by the subscriptions of the Society's members together with fundraising events held during the year.

The trustees have given due regard to the Charity Commission's guidance on public benefit and have complied with their duties as detailed in the Charities Act 2011 with regard to public benefit. Careful consideration has been given to the accessibility of the Society to as wide a community as possible. Reduced membership rates are offered to student members of the Choir and Orchestra and reduced price admission to all concerts is offered to students.

Financial Review

The charity has continued to raise funds and accept donations throughout the year.

We are pleased to report that income was at a reasonable level thanks to the generous support of Benefactors, Friends and Members, although due to the coronavirus pandemic, no concerts could take place during the year

We budgeted to make a one-off loss for the year in order to maintain payments to our professional freelancers but with generous support from our members and an in-memory donation, we were able to finish the year with a small surplus.

There were no capital purchases during the year. There were no payments to Trustees during the year. Net receipts for the year are £1,823.

Reserves Policy

The committee has agreed that the Society should work to a break-even budget each year, once the concert financial performance and other sources of income have been taken into account.

The Society aims to maintain unrestricted net current assets of around 100% of the concert season expenditure, (currently £50,000 - £55,000) to cover any significant fall in income and as a contingency against unexpected events and any shortfall in cash flow.

Restricted fund reserves are maintained in accordance with the benefactors' wishes.

The remaining net current assets are held as designated funds, set by the committee for development, education and training and for capital projects.

Development, education and training covers special performances, development and sustainability, commissioning a choral work and encouraging a younger membership.

Capital projects covers the purchase and replacement of instruments and equipment, also renewals and repairs.

Norwich Philharmonic Society holds a good level of unrestricted net current assets (£86,888) and total net assets (£125,783). These are mainly held in relatively low yield, low risk investments. This policy is subject to periodic review by the committee.

Bankers

HSBC	Bank of Scotland
18 London Street	PO Box 1000
Norwich, NR2 1LG	BX2 1LB

Independent Examiner

Income was less than £25,000 for the year. The Annual Return will be submitted to the Charity Commission. Charity Commission guidance, based on the Charities Act 2011, indicates that charities with a gross income of £25,000 or less do not have to arrange for any scrutiny of their charity's accounts and that the submission of full accounts is not required.

Declaration

The trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the charity's trustees

L C Dixey

Norwich Philharmonic Society
Year ended 30 April 2021
RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 30 APRIL 2021

Receipts	2020/21		total £	2019/20 £
	unrestricted £	restricted £		
Subscriptions	11,988		11,988	14,947
Prior year receipts	238		238	-
Mahler 3 this year	1,221		1,221	-
Concert income	-		-	27,823
Fundraising	1,071		1,071	2,246
Donations & Legacies	260		260	279
Gift Aid	4,293		4,293	8,025
General	15		15	-
Interest	135		135	355
Choir training		2,000	2,000	-
Income from investments	1,210		1,210	1,276
Total receipts	20,431	2,000	22,431	54,951
Payments				
	2020/21		total £	2019/20 £
	unrestricted £	restricted £		
Membership administration	154		154	169
Fundraising	550		550	968
Concerts	12,780		12,780	45,478
General administration	303		303	533
Insurance, subs, audit	457		457	1,131
Deposits prepayments	-		-	2,517
Mahler3 this year	960		960	749
Choir training		1,555	1,555	892
Orchestra training	1,350		1,350	
Prior year	2,498		2,498	299
Total payments	19,053	1,555	20,608	52,736
Net Receipts	1,378	445	1,823	2,215
Cash funds brought forward	80,509	708	81,217	79,002
Transfer of restricted/designated funds			0	0
Cash funds carried forward	81,887	1,153	83,040	81,217

ASSETS AND LIABILITIES AS AT 30 April 2021

	2020/21		total £	2019/20 £
	unrestricted £	restricted £		
COIF deposit account	10,181		10,181	10,173
Virgin Money deposit	20,382		20,382	20,282
Cash at bank	51,324	1,153	52,477	50,762
Current assets	81,888	1,153	83,040	81,217
Debtors (1)	5,000		5,000	6,039
Liabilities - accrued (2)	-		-	(3,851)
Net current assets	86,888	1,153	88,040	83,405
Investments at cost	33,854		33,854	33,854
Fixed assets (see below)	3,889		3,889	5,185
Total net assets	124,630	1,153	125,783	122,444

FIXED ASSETS	net book value	Additions	Depreciation	net book value at
	at 1/5/20		at 25%	30/4/21
	£	£	£	£
Timpani, trailer, equipment	530		133	398
Instruments, folders	490		123	368
celeste, glockenspiel, cases	3,955		989	2,966
music stands	175		44	131
drum cases, engraving	35		9	26
	5,185		1,296	3,889

NOTES

	2020/21	2019/20
(1) Debtors		
Gift Aid	5,000	6,000
Venue hire		39
	5,000	6,039
(2) Liabilities		
Fundraising	-	150
orchestra fees & music hire	-	500
PRS	-	350
staging	-	350
design	-	880
accountancy fee	-	618
Mahler 3	-	511
conductor	-	492
	-	3,851

L C Dixey

L C Dixey (Chair)

K B Anetts

K B Anetts (Treasurer)

CONSTITUTION

Adopted at the AGM held on 21st June 1994 and amended at the SGM held on 16th March 2010, the AGM held on 19th June 2013, the AGM held on 18th June 2019 and the AGM held on 23rd June, 2021

1. TITLE

The name of the Society shall be "The Norwich Philharmonic Society" [hereinafter referred to as the Society].

2. OBJECTS

The objects of the Society shall be to educate the public in the arts and sciences and in particular the art and science of music, by the presentation of concerts and other activities.

3. MEMBERSHIP

The members of the Society shall be members of the Orchestra, Chorus, Friends and Benefactors of the Society who pay the annual subscription at the appropriate rate or rates as shall be determined by the Committee, the subscription being payable in advance. Performing members shall provide such evidence of musical ability as the Committee may require.

4. AUDITIONS

All members of the Orchestra and Chorus shall be given an audition at the discretion of the Orchestral and Choral Conductors respectively with such Officers and members of the Committee as they shall appoint. Choral auditions will in every case be held at intervals of not more than five years.

5. OFFICERS

The Society shall have a Patron, a President and such Vice Presidents as the Society may from time to time appoint. The President shall, whenever possible, take the chair at all Annual General Meetings (AGM). The Officers of the Society, (excluding the Chairman and Vice Chairman) shall be elected annually at the AGM:

Chairman
Vice-Chairman
Secretary
Treasurer
Front of House Manager
Chorus Secretary
Orchestra Secretary
Secretary of the Friends and Benefactors of the Society
Orchestra Subcommittee Chairman
Publicity Officer

6. CHAIRMAN AND VICE CHAIRMAN

The members of the Society shall elect a Chairman and Vice Chairman every third AGM who must have already served on the Committee. At the end of the three-year period the Chairman shall not be eligible for re-election or co-option to the Committee for one year unless there is no other candidate for Chairman. At the end of the three-year period the Vice Chairman shall be eligible for election as Chairman but not for re-election as Vice Chairman unless there is no other candidate for Vice Chairman.

7. COMMITTEE

The management of the Society, including all the arrangements for the concerts and other events and the control of finance shall be in the hands of the Committee which shall consist of the Officers and seven ordinary members elected by the AGM and comprising two from the Orchestra, two from the Chorus and three who are not members of either of these two bodies; and in addition such co-opted members as shall be thought necessary. Ten shall form a quorum. The ordinary members, whether elected or co-opted, shall retire after three years' service and shall not be eligible for re-election or co-option for one year unless there are insufficient candidates to fill all the vacancies and the Chairman exercises his or her discretion to invite further nominations which may include nominations for retiring members. The Committee shall have power to fill any casual vacancy and the person so appointed shall serve for the unexpired period of office of his or her predecessor. The Committee shall have power to appoint such sub-Committees as it shall from time to time think necessary. The Committee shall appoint an Orchestral Conductor, a Chorus Conductor and a Leader of the Orchestra to hold office for such period and upon such terms as the Committee shall consider appropriate. The Committee shall also appoint annually a representative to Making Music from the membership of the Committee.

8. FINANCE

- a] The financial year shall end on the 30th April.
- b] A banking account shall be opened in the name of the Society and cheques shall be signed by not less than two signatories authorized by the Committee of whom one shall be either the Chairman or the Treasurer.
- c] The Society may receive donations, grants in aid and financial guarantees. Tickets for any or all of its concerts and other events may be offered for sale to the public.
- d] The income and property of the Society whensoever derived shall be applied solely towards promoting the objects of the Society as set forth above and no portion thereof shall be paid or transferred either directly or indirectly to any member or members of the Society except in payment of professional fees or legitimate expenses incurred on behalf of the Society.
- e] In the event of the winding-up or dissolution of the Society any remaining assets after all liabilities have been discharged shall not be paid or transferred to any members of the Society but shall be transferred to a charitable organization whose objects are similar to those of the Society and whose rules preclude the distribution of income and assets among its members.

9. ANNUAL GENERAL MEETING

- a] As soon as possible after the end of each financial year the members shall be summoned to an Annual General Meeting of which at least twenty-eight days' notice in writing shall have been given.
- b] Nominations for Officers and ordinary members of the Committee shall be proposed and seconded in writing by a different member of the Society and shall be sent together with any resolutions to the Secretary no later than fourteen days before an AGM. Where no nomination has been received for a vacancy on the Committee, the Chairman shall have discretion to invite further nominations to be received in writing no later than seven days before the AGM. The Secretary shall advise all members of the nominations and any resolutions received in advance of the AGM.

10. VOTING

Voting shall be by show of hands, unless the Chairman rules to the contrary, and in the event of equality the Chairman shall have the casting vote. At the AGM or at any Special General Meeting only members are entitled to vote.

11. ANNUAL ACCOUNTS

The annual financial accounts of the Society shall be examined by an independent examiner who shall be appointed at the AGM and shall carry out a review of the accounts in accordance with the provisions of the Charities Act 1993 or any amendment thereof. Such accounts shall be submitted to the members at the AGM for approval.

12. SPECIAL GENERAL MEETING

A Special General Meeting (SGM) shall be called upon the receipt by the Secretary of a request for such a meeting either from the Committee or from at least twenty members of the Society. The Secretary shall call such a meeting within fourteen days of the receipt of the request and give at least twenty-eight days' notice in writing.

13. MINUTES OF THE SOCIETY

The Secretary of the Society shall make available the Minutes of the Society for inspection by any member at a mutually convenient time.

14. AMENDMENTS

The Constitution may be amended by a two-thirds majority of the members present at an AGM or SGM, provided that twenty eight days' notice of the proposed amendment has been sent to all members and provided also that nothing herein contained shall authorize any amendment which shall have the effect of the Society ceasing to be a charity.

15. PARTICIPATION IN MEETINGS BY ELECTRONIC MEANS

- (a) A meeting may be held by suitable electronic means agreed by the charity trustees in which each participant may communicate with all the other participants.**
- (b) Any member participating at a meeting by suitable electronic means agreed by the charity trustees in which a participant or participants may communicate with all the other participants shall qualify as being present at the meeting.**
- (c) Meetings held by electronic means must comply with rules for meetings, including chairing and the taking of minutes.**



NOMINATION FORM

We, being members of the Society, hereby nominate

.....
(block capitals)

To serve as.....

Proposer's name..... Signature *.....

Seconder's name..... Signature *.....

Nominee's signature *..... Date.....

***In view of the restrictions arising from the Covid19 pandemic, signatures are not required, but please ensure that each proposer/seconder/nominee is aware of and agrees to their name being put forward.**

Nominations should be sent to:

***Alison Rhodes,
Norwich Philharmonic Society,
c/o 24, Burgess Way, Brooke, Norwich, NR15 1JY
to arrive no later than Wednesday, 9th June, 2021 (the closing date).***