

Sutton and Tennyson Amateur Repertory Society (STARS) – Constitution

Objectives:

- To regularly stage a variety of performing arts productions and activities for enjoyment by audiences and for the creative, social and skills development of the members.
- To entertain, culturally enrich and enhance the wellbeing of audiences in the local area.
- To maintain and promote the value & viability of live theatre/performing arts on the coastal strip.
- To utilise technology & member skills to enhance and promote performances.

Membership

Membership will be open to all, irrespective of race, gender or ability. Members below the age of eighteen will require parental permission and supervision of a parent/carer at all times. Adult members will be mindful that they have a duty of care towards them.

Subscriptions will be paid annually by adult members with a zero rate for under eighteens. The amount of subscription fee will be decided at each years Annual General Meeting (AGM) and will be payable within the calendar month following the AGM. Members joining midyear will pay a pro-rata subscription as decided at the AGM.

The society will hold contact details of members and interested supporters to inform them of society activities in accordance with General Data Protector Regulations (GDPR) and the Information Commissioners Office (ICO) guidelines.

AGM:

An AGM will take place each January. Prior to this the Chairperson will provide members with an agenda and Chairperson's and Finance Officers report. These will be circulated in advance via the members mailing list. Minutes will be taken and circulated by the secretary as soon as is practicable.

Management:

A committee will be elected annually by the members at the AGM held in January. The committee will comprise:

1. Officers: Chairperson, Vice Chair/Safeguarding, Secretary/Social secretary, Treasurer & Technical Officer, Media Lead & Stage Manager
2. Non-officer members: Producer and Director of approved forthcoming production who will be ad-hoc (non-voting) committee members.

Committee meetings of officers will be held quarterly with 5 committee members constituting a quorum. An agenda and supporting reports will be circulated seven days prior to the quarterly meetings. Approved minutes of meetings and decisions will be communicated to members.

The committee will have the power to ask a member to leave the society if their behaviour is judged to be unacceptable by the committee. All members of the committee will be invited to attend any meeting where this is being considered and the member in question has a right to appeal to the Chairperson.

Society Activities:

Societies productions and performance activities are subject to a completion of a Production Proposal Form and approved by the committee. All activities will be assigned a lead person, for example the producer of a production. The lead person will feedback progress to the committee.

The society may approach other bodies for assistance with funding via grants or donations to support its activities. The committee will approve or otherwise the request that is being made.

Financial and Material Assets:

Funds will be banked using the current accounts with a UK bank offering protection by the Financial Services Compensation Scheme (FSCS). There will be at least two signatories for the bank accounts, treasurer and secretary.

Purchases over £50. must be approved by the committee. Purchases under £50. should be agreed by the producer/director.

Insurance covering public and members liability and equipment will be kept up to date by the Treasurer. In the event of any prolonged period of non-activity alternative cover will be sought to cover equipment only.

The society's equipment will be stored securely and, if required, a fee paid to the owner of the storage premises. Portable electrical equipment will be checked for safety in accordance with the current legal requirements, arranged by the Technical Officer.

In the event of dissolution of the society, funds and equipment will be donated to an organisation focused on serving the LN12/LN13 area.

Amended and Approved at the AGM held 28th January 2026