

Sheffield Philharmonic Chorus	SHEFFIELD PHILHARMONIC CHORUS	Registered Charity Number 1175185
86th ANNUAL GENERAL MEETING		

to be held Tuesday 15 November 2022 at 8.30pm at King Edward VII Upper School Sheffield

AGENDA

- 1 Apologies for absence: please send these to Anne Adams administrator@sheffieldphil.org
- 2 Minutes of AGM held November 2021 (attached)
- 3 Matters Arising from the Minutes.

Please send any matters arising issues to Anne Adams administrator@sheffieldphil.org

- 4 Update on the transfer of assets from the unincorporated charity to Charitable Incorporated Organisation
- 5 Proposals requiring Member decision
- 5.1 To vote on the recommended annual subscription for 2022-2023:

‘That the annual Subscription fee be increased to £150 and pro-rata concessionary rate’

Prior to 2021-22 the subscription rate had not been increased for 6 years. In view of the high level of inflation, the Committee recommends that the subscriptions for the 2022-23 year be set at £150 (full rate) or £40.50 (reduced rate).

- 5.2 To vote on the following proposal relating to Constitution changes:

‘That the Constitution be re-worded as shown in italics in the table below:

Current wording	Proposed wording	Reason for change
<p>(3) Number of trustees (a) There must be at least three trustees.</p>	<p>(3) Number of trustees (a) <i>‘There must be at least seven trustees.’</i></p>	<p>Arising from the changes proposed below, ensures that the number of trustees remains sufficient to enable effective decision-making and a sensible quorum.</p>
<p>13 Appointment of trustees (1) Trustees of the CIO shall be the Chair, the Administrator, the Finance Officer, the Membership Officer the Librarian, the Minutes Secretary, the New Members' Officer, the Marketing Officer, the Social Events Officer, the Rehearsals & Events Officer and the Transport Officer elected at the annual general meeting and who shall hold office from the conclusion of that meeting, and such other</p>	<p>13 Appointment of trustees (1) <i>‘Trustees of the CIO shall be the Chair, the Vice Chair, the Administrator, the Finance Officer, the Membership Officer and the Members Representatives elected at the annual general meeting and who shall hold office from the conclusion of that meeting, and such other members of the CIO who shall be elected at the annual general meeting.’</i></p>	<p>Clause 2(c) states that trustees must expressly acknowledge acceptance of the office of trustee. This will be introduced into the Nomination process, enabling Librarian, Minutes Secretary, New Members' Officer, Marketing Officer, Social Events Officer, Rehearsals & Events Officer and Transport Officer roles to be undertaken by members who do not wish to attend committee meetings, ie, be trustees. Also enables</p>

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members of the CIO who shall be elected to that office at a general meeting.		appointment of members who have no specific role. Enables appointment of a Vice Chair to support the Chair and chair meetings in the Chair's absence. The Vice Chair may or may not be a Chair-in-waiting.
<p>(2) Chairing of meetings Meetings shall be chaired by the Chair elected at the annual general meeting. In the event that the Chair is unable or unwilling to fulfil this function for any reason the trustees may appoint one of their number to chair their meetings and may at any time revoke such appointment. If no-one has been so appointed, or if the person appointed is unwilling to preside or is not present within 10 minutes after the time of the meeting, the trustees present may appoint one of their number to chair that meeting.</p>	<p>(2) Chairing of meetings <i>'Meetings shall be chaired by the Chair elected at the annual general meeting. In the event that the Chair is unable or unwilling to fulfil this function for any reason the Vice Chair will chair the meeting. If the Vice Chair is unable or unwilling to chair the meeting, the trustees present may appoint one of their number to chair that meeting.'</i></p>	Facilitates the operation of the Vice Chair role

6 Trustee Annual Report 2021-22 (attached)

- Chairman's comments
- Administrator's comments
- Finance Officer's report – to include presentation of accounts
- Independent Examiner's report

Formal adoption of Trustee Annual Report 2021-22

6 Election of Officers and Members' Representatives on the Committee

7 Appointment of Independent Examiner

8 Chairman's remarks

9 President's remarks