

# Constitution of Tudor Squares Square Dance Club (2026)

## Title

1. The name of the club shall be "Tudor Squares Square Dance Club".
2. The club will maintain membership of The British Association of American Square Dance Clubs (BAASDC), or other such association it considers to hold similar aims to, and the best interests of, Tudor Squares Square Dance Club.

## Aims

1. The aim of the club is to promote American Square Dancing in Hemel Hempstead, the Borough of Dacorum and surrounding districts.
2. The club will endeavour to provide weekly 'Club Nights' for each proficiency level of Square Dancing. These levels are known as 'Sections' of the Club, for example: Mainstream, Plus and Advanced. If it proves impossible to provide weekly Club Nights for a particular Section due, for example, to low number of dancers or lack of Callers, this situation should be discussed by the Committee who will endeavour to provide alternative arrangements.
3. Where specific meetings are not cost-effective (i.e. the fees taken do not cover caller cost and hall hire), the committee may agree to underwrite such meetings taking into account the club's financial situation as a whole.
4. The club shall employ Callers and Leaders as required to provide the necessary training and facilities in which to undertake its activities. The fees for such Callers and Leaders will be agreed by the committee.

## Membership and Fees

1. Membership is open to all persons wishing to participate in its activities with the aim of achieving an appropriate level of proficiency.
2. Voting rights for members are subject to the member having paid the annual membership fee.
3. The annual membership fee will be set at the Annual General Meeting (AGM) for the following year.
4. Other fees, including those paid for Club Nights, shall be set by the committee.
5. There will be two levels of Club Night fees: for fully, paid-up members and for visitors.
6. All regular Callers and Leaders, plus their partners, are automatic full members of the club with all the benefits enjoyed by other fully paid-up members. To be classed as regular, a Caller/Leader must call at least an average of 5 times per year

## Organisation and Administration

1. The club affairs will be administered by a committee.
2. The committee will consist of Chair, Secretary, Treasurer, and one member from each of the permanent Sections of the Club, known as a Section Representative (Section Rep).
3. The committee shall normally be elected at the AGM.
4. The positions of Chair, Secretary and Treasurer will normally be elected by the membership attending the AGM.
5. The Section Reps shall be proposed by the members regularly attending that section and any such proposal must be submitted in writing to the current Chair before the AGM. In the event of more than one person being proposed from any section, a vote of the full membership attending the AGM will be undertaken to elect the representative.
6. The Section Reps will be duly elected at the AGM.
7. Other officer positions such as Vice-Chair, Public Relations Officer (PRO), Webmaster and Callers' Rep. will be assigned to the elected representatives, or coopted full club members, at the first committee meeting following the AGM.
8. Ideally no member of the Committee should serve more than ten consecutive years. However, if agreed at an AGM or Extraordinary General Meeting (EGM) this stipulation may be waived.

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9. No member of the committee may receive any payment whether in money or kind other than for expenses incurred on behalf of Tudor Squares Square Dance Club. However, small gifts such as chocolates, flowers and the like may be accepted when presented at official functions as a "thank you" for services and loyalty.
10. Meetings of the committee will be held as often as is necessary to conduct the proper running of the club.
11. The Quorum for committee meetings will be 50% of the currently elected committee members.
12. The Chair shall only have a casting vote to be used in the event of a tie when any motion is put to the vote.
13. Additional members may be co-opted to assist the committee according to the needs of the club. These coopted members will not have voting rights at any committee meeting they may attend.
14. An Annual General Meeting will be held each year in **February** in order to
  - Report on Club activities.
  - Present a statement of accounts and record of income and expenditure.
  - Elect the committee.
  - Other business as being notified in writing to the Chair at least 14 days before the date of the AGM.
15. 28 days' notice of the date of the AGM will be given to each section of the club to pass on to its members.
16. The quorum for the AGM shall be 20% of the membership with voting rights.
17. The committee must at all times do all in its power to ensure that the ideals and aims as set out in this constitution are maintained.
18. An EGM may be called at any time by the committee or upon 28 days' notice given to an Officer of the Committee in writing and signed by a minimum of 10% of the club membership. An EGM can only deal with items on the EGM agenda. The quorum for the EGM shall be 20% of the membership with voting rights.

## Finance

1. The club will maintain a financial year of **1st January to 31st December**
2. A Bank Account will be maintained under the name of Tudor Squares Square Dance Club.
3. Other accounts may be opened, maintained and closed according to the needs of the club and as agreed by the committee.
4. All monies received will be paid into the Bank Account or other such accounts as may be deemed appropriate held by the club, with the exception that the Treasurer may keep a cash float at his or her discretion according to the needs of the club.
5. Accurate records of income and expenditure will be kept and reported at each committee meeting.
6. An end of year statement of accounts as agreed and signed by the committee will be available for inspection each year at The Annual General Meeting. A copy will be issued to any member upon request.
7. The hire of the halls, the payment of any professional instructors' fees, all licences, insurances and other expenditures in relation to the club will be provided by club funds. Note: The insurance provided as part of the club's membership of BAASDC only covers third party liabilities.

## General

1. If the committee believe that the club or any member is detracting from the aims and ideals as set out within this constitution or the rules of the club, it may take any necessary actions to ensure that these ideals and aims are maintained for the benefit of the club members and the club as a whole.
2. In the event of the club folding-up or ceasing to be a Square Dance Club within the aims set out above, an EGM will be called to administer the club's winding up. All monies or assets remaining, after the payment of all outstanding debts, will be distributed amongst appropriate charities or organisations according to the wishes of those voting members attending the EGM.

Accepted by the AGM held on the 19th February 2026.

**This constitution supersedes that agreed at the AGM in September 2020 and all previous Constitutions.**  
Agreed: February 2026