

**Marlborough Dramatic Club,  
Brentwood (Founded 1904)**

**RULES**

- 1. The Club shall be called the 'Marlborough Dramatic Club'.**
- 2. The objects of the Club are:-**
  - a) To provide entertainment for the members and the public by the presentation of stage plays in Brentwood and elsewhere.**
  - b) To provide for the members opportunities for training and experience in the production and acting of such plays.**
  - c) As circumstances permit, and make desirable, to raise funds for charitable purposes by the presentation of such plays in Brentwood and elsewhere.**
- 3. There shall be a President and Vice Presidents who may be honorary members.**
- 4. There shall be four classes of Membership 'A', 'B', 'C', 'D', 'E'.**

**The members in each class may be limited as, in the opinion of the Committee, circumstances require. Membership is individual: there is no joint membership. The Committee shall also be permitted to grant temporary membership. The terms of this membership shall be decided by the Committee in their absolute discretion.**
- 5. Application for membership, giving name and address of the candidate and, in the case for 'D' membership who claims the reduced subscription concession, by reason of him being under the age of eighteen years, date of birth, must be in writing and sent to the Secretary of the Club. The Committee shall register their decision upon the application by ballot. The Committee shall be empowered to dispense with the requirement that a candidate for membership must make a formal application in the cases of (a) transfer of membership to an immediate member of the family, and (b) where the**

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**candidate is an immediate member of a deceased member's family.**

- 6. Every member, on election, shall be furnished with a copy of the Rules and shall be bound by them in all respects.**
- 7. Subscriptions shall be due and payable on 1<sup>st</sup> September in each year. The subscription for each class of membership shall be such sum as may be determined by the Committee. Any change in the subscription rates will be notified to members not less than 21 days before 1<sup>st</sup> September in each year. A meeting of the Committee, held for the purpose of reviewing subscriptions, shall be called at not less than 14 days prior notice and at such meeting 11 members shall form a quorum.**
- 8. A new member elected after 31<sup>st</sup> January in any year shall be entitled to a reduced subscription.**
- 9. An 'A' member shall be entitled to two reserved seats at, at least, two of the Club's entertainments in each season; a 'B' member to three; a 'C' member to four and a 'D' member to one of such seats.**

**All members shall have the right to purchase additional tickets for each performance; provided such seats are available for allocation of reserved seats.**

**Each member (excluding an 'E' member) shall be entitled to one vote at General meetings.**

- 10. In the event of a member failing to pay his subscription the Committee shall have the power to terminate the membership.**
- 11. Any member joining the Club after the second private entertainment in any season shall, upon payment of his subscription, be entitled to reserved seats, in accordance with Rule 9, at a third private entertainment and to all privileges of membership for the ensuing season.**
- 12. No newly elected member shall be entitled to benefits of membership until his subscription be paid.**

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- 13. No member may make use of or do any act in the name of the Club without the sanction of the Committee.**
- 14. If any member shall infringe any Rule, or if his conduct shall, in the opinion of at least 12 members of the Committee be deemed contrary to the character and interests of the Club, such member shall be requested to tender his resignation. If, after seven days of such request, he has failed to comply, the Committee may declare his membership determined.**
- 15. The management of the Club shall be vested in the Committee of a maximum of 15 members of the Club, which number shall include the Chairman, Secretary, House Manager and Treasurer.**

**The Chairman, Secretary and House Manager shall be elected by the Committee at a meeting to be held not less than 7 days before the date of the Annual General Meeting. The Officers referred to shall assume office immediately following the Annual General Meeting. They shall be eligible for re-election without nomination as provided by Rule 16.**

**The general members (11 in number) shall be elected at each Annual General Meeting, and shall retire at the following Annual General Meeting but shall, subject to nomination, pursuant to Rule 16, be eligible for re-election.**

**In the event of the Chairman, Secretary, House Manager or the Treasurer ceasing to hold office during the interval between the preceding and following Annual General Meeting the Committee shall be empowered to fill the vacancy so caused by electing another member of the Committee to the office vacated.**

**In the event of an equality of votes at a General Special or Committee meeting the Chairman shall have the casting vote.**

- 16. The election of Treasurer shall be by ballot at a General Meeting. General members of the Committee shall be elected by ballot at a General Meeting. Nominations for their election, duly proposed and seconded, must be in writing and reach the**

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**Secretary not less than three days prior to such a General Meeting.**

- 17. Any vacancy on the Committee may be filled by the Committee.**
- 18. The Committee shall elect a President and may elected Vice-Presidents and honorary members. Any person so elected shall not, by virtue only of such election, be entitled to vote at any General or Committee Meeting.**
- 19. The Committee shall appoint a Stage Director, a Stage Manager, an Electrician and a Property Master and such other officers as they deem necessary. Such appointments may be terminated by the Committee at any time. Any officer so appointed shall not, by virtue of such appointment, be deemed to be a member of the Committee, and if invited to a Committee Meeting shall not be entitled to vote thereat.**
- 20. The Committee shall provide for the production of at least two entertainments during each season. In the choice of plays for performance, the Committee shall take into account the desirability of presentation to the members examples of the work of the best English dramatists of all periods and of affording to acting members experience in a variety of styles of acting. The Committee may, if they think fit, provide additional entertainments, or for the benefit of a charitable objective.**
- 21. The Committee shall, by ballot conducted by at least four of their number, allot to members reserved seats at each private entertainment. If there shall be seats in excess of those covered by the subscription of members (including any allocation to 'D' members under Rule 9) such may be obtained on application to the House Manager on payment for each extra seat of such sum as may be fixed by the Committee from time to time.**
- 22. No member or other person taking part in, assisting at, or attending any entertainment provided by the Club, shall have**

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**recourse to, or any right of action against the Club, or to, or against any member or servant of the Club, for compensation in respect of personal injury or loss of any description.**

- 23. The Committee shall have power to make bye-laws for regulating the conduct of and affairs of the Club, provided such bye-laws are not inconsistent with those Rules.**
- 24. A General Meeting of the Club shall be held in every year as soon as possible after the close of the Club's season, in order to transact the following business:**
- a) To receive, and, if approved, to adopt a statement of the Club's accounts to the end of the preceding financial year.**
  - b) To consider and, if approved, sanction any proposed alteration to the Rules.**
  - c) To elect members to the Committee, other than a Chairman, Secretary and House Manager.**
  - d) To appoint a person to be an independent examiner of accounts.**
  - e) To deal with any matters which the Committee desire to bring before the members and to received suggestions from the members for the consideration of the Committee.**

**Notice convening the meeting shall be sent to the members not less than ten days before the meeting, and shall specify the matters to be dealt with at such meeting.**

- 25. A Special General Meeting may be convened at any time by the Committee, and shall be convened within 21 days from the receipt of a requisition, in writing, signed by not less than 25 members specifying the object of the meeting, for any of the following purposes:**
- a) To consider, and if approved, sanction any proposed alteration of the Rules.**

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- b) To deal with any special matter which the Committee desire to place before the members.**
- c) To deal with any special matter which the members requiring the meeting desire to place before the Club.**

**Notice convening a Special General Meeting shall be sent out not less than 14 Days before the meeting and shall specify the matters to be dealt with at such meeting.**

- 26. At Committee Meetings (except for the purposes of Rules 7 and 14) five members shall form a quorum.**

**At General Meetings ten shall form a quorum. If, within 15 minutes of the time for which a meeting has been convened, a quorum be not present, the Chairman shall declare the meeting adjourned to a date not less than ten days thereafter. Seven days' notice of such adjourned meeting shall be given, and if there be not present a quorum within 15 minutes of the time for which such adjourned meeting has been convened, those present shall form a quorum and may proceed to transact any business specified in the convening the first meeting.**

**If the Chairman is not in attendance, the members present may elect a Chairman for that meeting, and he shall exercise the powers of the Chairman by declaring the meeting adjourned in accordance with this rule.**