

# **The Constitution of the Punch & Judy Fellowship**

## **1. DEFINITIONS**

- 1.1. The name of the organisation is 'The Punch and Judy Fellowship', hereinafter called 'The Fellowship', which was established 8th September 1980
- 1.2. Control of the Fellowship shall be vested in an Executive Committee referred to as 'the Committee'.
- 1.3. The Committee shall consist of the President, Chairman, Honorary Secretary, Honorary Treasurer, Honorary Membership Secretary and up to six other members of the Fellowship as may be elected annually by a majority vote of members at the Fellowship's Annual General Meeting (AGM).
- 1.4. 'Members' of the fellowship are persons who have been admitted as such by the Committee.

## **2. OBJECTS**

- 2.1. To preserve and promote, the traditions, heritage and performance of Punch and Judy.
- 2.2. To defend the right of members to perform the Punch and Judy Show without persecution or insult.
- 2.3. To support, encourage and inspire young performers to ensure continuity of the art of Punch and Judy into the future.
- 2.4. To promote friendship between members of the Fellowship who share an appreciation of the art of Punch and Judy.
- 2.5. To maintain an archive of Punch and Judy performers and performances, including both Fellowship members and, where known to the Committee, non-members, for the use of historians and researchers.

## **3. MEMBERSHIP**

- 3.1. Membership is open to persons who satisfy the Committee that they have an interest in the art of Punch and Judy, except that the Committee retain the discretion to decline or withdraw membership even where those requirements are met where it considers that to grant or allow continued membership would harm the Fellowship in any way.
- 3.2. Each application will initially be considered by the Membership Secretary who may accept the application or refer it to the next formal meeting of the Committee for its consideration.
- 3.3. Adult Member – anyone over the age of 18 who will pay an initial joining fee and a yearly subscription, both of which will be set and reviewed annually on the advice of the Treasurer.
- 3.4. They shall receive copies of The Swazzle and will be entitled to vote and seek election as Officers or Committee Members.
- 3.5. Adult Members will be encouraged to perform at festivals and other events and will be able to have their show assessed for full membership.

- 3.6. Junior Member - anyone up to the age of 18, who will pay an initial joining fee and a yearly subscription, both of which will be set and reviewed annually on the advice of the Treasurer.
- 3.7. They shall receive copies of The Swazzle and will be entitled to attend and speak at an AGM or EGM and shall be entitled to vote or to seek election as Officers or Committee Members upon attaining sixteen years of age.
- 3.8. Junior Members will be encouraged to perform at festivals and other events.
- 3.9. On reaching the age of 18, a Junior Member will automatically become an Adult Member without the need to pay a further joining fee. They would pay the appropriate yearly adult subscription at the next point their subscription is due.
- 3.10. Family Membership - Shall consist of two adults and/or up to three juniors under the age of 18, within the same household. They will pay an initial joining fee and a yearly subscription, both of which will be set and reviewed annually on the advice of the Treasurer.
- 3.11. They shall be entitled to receive one copy of The Swazzle per household. All family members will be entitled to attend and speak at an AGM or EGM, but only Adult Members shall be entitled to vote and seek election as Officers or Committee Members.
- 3.12. All Family Members will be encouraged to perform at festivals and other events.
- 3.13. Associate Member - Any person who performs or has an interest in the Punch and Judy show.
- 3.14. Full Member - An Associate Member may apply for Full Member status if he or she performs a suitably skilled and entertaining performance using the traditional swazzle and to a standard approved by the Committee.
- 3.15. The assessment of an Associate Member's performance shall be carried out by three members appointed by the Committee who have already achieved Full Member status.
- 3.16. The assessment can take place at a live performance in front of an audience or by means of submitting to the Membership Secretary a recording of a live performance taken in front of an audience.
- 3.17. Honorary Life Members - Such persons who have rendered special services over a sustained period to the Fellowship may be elected as an Honorary Life Member at the AGM. Honorary members are not required to pay an annual subscription.
- 3.18. The use of the title Punch and Judy 'Professor' is a matter of personal choice by any member and does not indicate any category of membership of the Fellowship.
- 3.19. All members enjoy the same rights of membership of the Fellowship.
- 3.20. Copies of The Swazzle will be regularly distributed to all paid-up Members. At the discretion of the Committee, complimentary copies shall be distributed to those who are giving service to the Fellowship
- 3.21. The membership year shall be a period of twelve months and, at the discretion of the committee, may commence selectively at either a predetermined date or individually.
- 3.22. The committee may discontinue the membership of any member of the Fellowship whose subscription is six months in arrears. The Membership Secretary will notify the decision of the committee to the ex member.

- 3.23. Members excluded for non-payment of subscriptions, may apply to the Membership Secretary under clause 3.2. to regain membership. If re-entry is approved any outstanding subscriptions will become payable.

#### **4. PATRON**

- 4.1. The Committee may invite a celebrity (or any other person it considers suitable) to act as 'Patron' to the Fellowship.

#### **5. THE COMMITTEE**

- 5.1. The Committee shall be elected by the Fellowship at each Annual General Meeting.
- 5.2. Where there are more nominations than places vacant, election shall be by ballot. Where a ballot proves necessary, the rules of that ballot shall be determined by the existing Committee in advance of the AGM.
- 5.3. The Committee may appoint such persons as it may desire, to fill vacancies on the Committee occurring between AGMs or to complete a specific project.
- 5.4. Sub-committees may be appointed to complete a specific task or project and report to the full Committee.
- 5.5. The Committee shall have full powers to manage and administer the affairs of the Fellowship in accordance with its objects.
- 5.6. All votes taken by the Committee will be decided by a majority of Committee members present with the Chairman having a casting vote where a majority has not been reached.
- 5.7. Five members shall constitute a quorum at meetings of the Committee.
- 5.8. Subject to the provisions of clause 5.7, the committee may meet by telephone or by televisual or other electronic or virtual means agreed by the committee in which all participants may communicate simultaneously with all other participants.
- 5.9. A resolution in writing notified to all members of the committee or any sub-committee signed or approved by letter, fax or email or other electronic means by the majority of members of the committee or such sub-committee (as the case may be) shall be valid and effectual as if it had been passed at a duly convened meeting of the committee or such sub-committee (as the case may be).
- 5.10. If the Chairman is absent from a meeting, a stand-in Chairman for the meeting will be elected from those present.

#### **6. MEETINGS**

- 6.1. An Annual General Meeting shall be held at intervals of not more than fifteen months, subject to thirty-five days' notice.
  - 6.1.1. The committee shall take cognisance of any event that is taking place which shall enable the maximum number of members to attend the annual general meeting when setting the venue, date, and time for the meeting.
  - 6.1.2. A meeting (including an Extraordinary General meeting) may be held by suitable electronic means in which each participant may communicate with all other participants.

- 6.1.3. Any member participating at a meeting by suitable electronic means agreed by the committee in which a participant or participants may communicate with all the other participants shall qualify as being present at the meeting.
- 6.1.4. Meetings held by electronic means must comply with the rules for meetings, including chairing and the taking of minutes.
- 6.2. An agenda and motions from the Committee will be distributed to all members twenty-eight days in advance of the AGM.
- 6.3. Any fully paid up member shall have the right to submit no more than three Motions to be debated at an AGM or EGM which should be given in writing to the Hon. Secretary twenty-eight days in advance of an AGM or EGM and will be distributed to all members.
- 6.4. Any member shall have the right to move amendments to motions which must be received in writing to the Hon. Secretary fourteen days in advance of an AGM or EGM. A final list of motions and amendments will be circulated seven days in advance of the meeting.
- 6.5. This constitution may be amended by:
  - 6.5.1. the Fellowship in general meeting by resolution passed by not less than three-quarters of those present and voting;
  - 6.5.2. the Committee in the event that any part of this constitution becomes inconsistent with the law of England and Wales.
- 6.5. All other votes will be decided by a majority of members present.
- 6.6. Each member having duly paid his or her subscription and attending an AGM or EGM shall be entitled to one vote.
- 6.7. Members unable to attend the AGM may give their views on proposals to the Hon. Secretary in writing who will express them at the meeting prior to a vote on that issue being taken.
- 6.8. Absent members are not eligible to cast a vote.
- 6.9. An Extraordinary General Meeting (EGM) may be convened at any time by resolution of the Committee or at the written request of at least ten members of the Fellowship.

## **7. FINANCE**

- 7.1. The financial year of the Fellowship will run from 1st April to 31st March.
- 7.2. The Treasurer will maintain a bank account to manage the day to day finance of the Fellowship. The Treasurer will be authorised to sign all cheques on behalf of the Fellowship.
- 7.3. The Treasurer will prepare a set of annual accounts as at the year end setting out each category of expenditure and giving for each such category a comparison with expenditure for that category in the previous financial year. The accounts shall be published to the membership as soon as practicably possible after the financial year end.

- 7.4. The Treasurer will present an analysis of income and expenditure of the Fellowship for the current year to date for each Committee meeting to a level agreed by the Committee.
- 7.5. The title to any property (whether real or personal) which may be acquired by or for the purposes of the Fellowship, shall be vested in a custodian trustee, or in trustees who shall be appointed by the Committee as appropriate and confirmed by an AGM or EGM.
- 7.6. The income and property of the Fellowship howsoever it is derive shall be applied solely for the purposes of the furtherance of the objects of the Fellowship. No portion thereof shall be paid or transferred by way of profit to any member PROVIDED that nothing herein shall prevent the payment, in good faith, of any reasonable and properly incurred expenses to any officer, member or servant of the Fellowship
- 7.7. The Committee or Trustees, as the case may be shall invest any surplus monies howsoever received in any investment authorised by law for the investment of Trust Funds including real property, with power to vary any such investment at their discretion.
- 7.8. The committee may appoint and determine the appointment of a Custodian Trustee or Trust Corporation to act for the members by holding any monies or investments of real property belonging to the Fellowship.
- 7.9. The Committee shall have the power to pay all appropriate legal, accountancy and other administrative expenses where properly incurred.

## **8. SUBSCRIPTIONS**

- 8.1. Subscriptions shall be levied as follows:
  - 8.1.1. An initial joining fee for each new member.
  - 8.1.2. An annual fee for members residing in the UK.
  - 8.1.3. An annual fee for members residing overseas which takes into account the extra costs of postage for The Swazzle.
  - 8.1.4. Those members residing overseas, who choose to download The Swazzle on-line, shall pay the same annual fee as those residing in the UK.
- 8.2. The Treasurer shall make recommendations to the Committee on the level of subscriptions due for the following year by 1st April.
- 8.3. The Committee will consider the recommendations, account for a planned programme of activities for the coming year and propose subscription levels to be put before the AGM.

## **9. DONATIONS**

- 9.1. The Committee may organise Festivals at which income is collected by bottling. The Committee has the right to claim all the money so collected for the Fellowship's funds and to make a contribution towards the expenses of those members who take part as it sees fit.
- 9.2. The Committee may also organise Festivals sponsored by a third party at which performing members may receive an agreed fee and/or proper expenses via the Fellowship funds.

## **10. DISSOLUTION**

10.1. Should the Fellowship be dissolved at any future date either by resolution at an AGM or EGM, which is carried by three quarters of those, entitled to vote, any assets of the Fellowship will be transferred to another properly constituted organisation that supports puppetry, as decided by that meeting.

**Adopted October 2004**  
**Amended October 2009**  
**Amended October 2011**  
**Amended May 2013**  
**Amended May 2014**  
**Amended May 2016**  
**Amended May 2018**  
**Amended May 2022**  
**Amended May 2023**  
**Amended June 2024**