

## HACKNEY SINGERS

### FEES POLICY 2011

1. Subscriptions to Hackney Singers ("Fees") are set annually by the Committee taking account of the recommendation of the Treasurer.
2. Fees are administered by section representatives. They will issue receipts for fees paid in cash. Receipts for cheques or direct bank payments are not issued.
3. The current standard rate of fees is £160 annually or £85 a semester (agreed by the Committee in August 2009) payable in September and January. Members joining after the Spring concert pay £60 for the remainder of the year.
4. A concessionary rate of 25% of the standard rate is allowed to people who are receiving certain benefits or are on low income, or in particular circumstances, as set out in paragraph 14 below. Currently this amounts to £40 a year or £21 a semester. The concessionary rate for new members joining after the Spring concert is £15.
5. Should any member or potential member be unable to afford the concessionary rate, s/he may approach any section representative or other Committee member in confidence and the subscription may be waived at the Treasurer's discretion.
6. Members entitled to a concession may make a higher payment and this is welcomed.
7. If members who have claimed a concessionary rate have a change of circumstances during the fee period which renders them no longer entitled to a reduction in fees they are asked to declare this to their section representative and to pay the appropriate fee from the date their circumstances changed.
8. The fees payable by new members joining part way through a semester will be set by section representatives at their discretion.
9. Whenever a member makes a payment other than the standard full or concession rate they are asked to make clear whether the amount paid is an annual fee or a semester fee so that section representatives know whether a further installment is payable.
10. Fees are payable in advance. Members are asked to ensure they pay their fees promptly to section representatives and without repeated reminders.
11. Choir members are expected to pay their fees by the 3rd week of the semester. Members who do not pay their fees or are persistently late paying them, should be referred by section representatives to the Membership Secretary.
12. On such a referral, the Membership Secretary has the discretion to deal with the matter her / himself or to refer it to the Committee.
13. If a member's membership of Hackney Singers is terminated in accordance with the constitution a prorated proportion of the fees which the member has paid will be refunded.
14. Any queries with regard to fees and payment should be referred to the Treasurer or Assistant Treasurer.
15. Members are entitled to the concessionary rate in the following circumstances only:
  - (a) They (or their partner) receive one or more of the following "means tested" benefits:
    - Income-based Job Seekers Allowance
    - Income-related Employment and Support Allowance
    - Working Tax Credit
    - Pension Credit
    - Income Support
    - Housing Benefit

- Council Tax Benefit;

(b) They are:

- Asylum seekers in receipt of government support
- Full time students on low income, or
- Lone carers who have to pay for care cover in order to attend the majority of sessions; or

(c) If they do not fall within (a) or (b) above but they suggest another reason why they should be eligible for the concessionary rate and this is agreed by their section representative and the Treasurer or Assistant Treasurer.

15. Fees include the cost of music except the cost of carol books needed for concerts at Christmas. Members are expected to buy or pay for the hire of carol books as required.