

Friends of the Avon New Cut (FrANC) Constitution



Name

The name of the community group shall be the Friends of the Avon New Cut.

Objects

The community group (hereafter referred to as “the group”) is a non-profit making environmental body whose objects are to:

- (a) Facilitate the preservation, enhancement and improvement of the Avon New Cut for the benefit of people and wildlife;
- (b) Encourage and develop responsible use and care for the Avon New Cut amongst local residents, businesses and organisations;
- (c) Work in partnership with Bristol City Council and others to safeguard, maintain and develop the Avon New Cut as a valuable watercourse and wildlife area;
- (d) Educate the general public in the history, wildlife and geology of the Avon New Cut.

Definition

The group defines the Avon New Cut as the stretch of waterway and associated embankments, paths and roadways between Cumberland Basin and Temple Meads.

Powers

The Executive Committee of the group shall have the power to:

- (a) Raise and use funds to achieve the group’s objectives;
- (b) Work with other organisations to achieve the group’s objectives;
- (c) Employ staff (who shall not be members of the Executive Committee);
- (d) Take out insurance policies to protect the group as required;
- (e) Do all such other lawful things as are necessary for the achievement of the objects of the group.

Membership

- (a) Membership of the group shall be open to any person interested in furthering the objects of the group.
- (b) Members may be asked to reconfirm their membership after no less than twelve months.
- (c) The Executive Committee may terminate the membership of an individual whose continued membership would, in the view of the Committee, be harmful to the group.
- (d) Every member shall be entitled to one vote at an Annual General Meeting or General Meeting of the group.

Executive Committee

- (a) An Executive Committee shall be elected annually by the Annual General Meeting of the group or by the inaugural meeting in the first instance.
- (b) The Executive Committee shall consist of not less than three members or no more than twelve members.
- (c) The Executive Committee may appoint co-opted members.
- (d) An Executive Committee member may resign by giving written notice to the Committee.
- (e) Any reasonable expenses incurred as a result of attending meetings or undertaking the business of the group may be reimbursed to Executive Committee members on presentation of receipts.

Officers

- (a) The Executive Committee shall appoint, or if necessary elect by vote, a Chairperson, Secretary and Treasurer. A Vice Chairperson and a Membership Secretary may also be appointed. One member may hold multiple roles.
- (b) The Chairperson shall take the chair at General Meetings of the group and at meetings of the Executive Committee. He/she shall conduct meetings in accordance with the group's Constitution.
- (c) The Vice Chairperson shall deputise for the Chairperson as necessary.
- (d) The Secretary shall ensure that a proper record is kept of all meetings and ensure that effective communication between the Executive Committee and the

group members is maintained. He/she or an appointed Membership Secretary shall maintain a register of group members.

(e) The Treasurer shall keep a record of the group's income and expenditure, and report on them as required by the Executive Committee or General Meeting. He/she shall maintain a bank account in the name of the group and issue cheques as necessary, which must be signed by at least two of the nominated members of the Committee. He/she shall arrange an annual financial report for the Annual General Meeting and an independent audit of the accounts if required to do so by vote at the Annual General Meeting.

Annual General Meeting

(a) An Annual General Meeting shall be called once a year.

(b) The Executive Committee shall give not less than 21 days' notice of the Annual General Meeting to all members of the group. All members shall be entitled to attend and vote at the meeting.

(c) The Executive Committee shall present to each Annual General Meeting the report and accounts of the preceding year.

(d) The Executive Committee for the next year shall be elected. Nominations for election to the Committee are made by members of the group, preferably in writing prior to the meeting.

(e) Any proposal to be presented to the meeting must be made by members of the group in writing and must reach the Secretary at least seven days before the date of the Annual General Meeting.

Meetings and Proceedings of the Executive Committee

(a) At least three meetings of the Executive Committee shall be held each year.

(b) The quorum for an Executive Committee meeting shall be two members.

(c) Every matter shall be determined by a majority of votes of every Executive Committee member present. In the event of equal votes, the Chairperson of the meeting shall have the casting vote.

(d) Executive Committee members must declare any relevant personal interest in an issue, and the Committee shall have the right to determine whether that member should withdraw or be allowed to speak and vote on that issue.

(e) The Executive Committee may appoint one or more sub-Committees consisting of two or more members of the Executive Committee for the purpose of performing a function or duty which, in the opinion of the Executive Committee, would be more conveniently carried out by a sub-Committee.

(f) The Executive Committee shall keep minutes of the proceedings at meetings of the Executive Committee and any sub-Committee.

Special General Meetings

The Executive Committee may call a Special General Meeting of the group at any time. The Secretary must call a Special General Meeting on receipt of a written request from at least one third of the membership of the group. The Secretary must give at least 21 days' notice of a Special General Meeting and the notice must state the business to be discussed.

Procedure at General Meetings

(a) The Secretary or other person appointed by the Executive Committee shall keep a full record of proceedings at every General Meeting of the group.

(b) The quorum for a General Meeting shall be a minimum of five members.

Alterations to the Constitution

The Constitution may be altered by a resolution passed by not less than two-thirds of the members present and voting at a General Meeting. The notice of the General Meeting must include notice of the resolution, setting out the terms of the alteration proposed.

Dissolution

If the Executive Committee considers it is necessary or advisable to dissolve the group it shall call a meeting of all members of the group, of which at least 21 days' notice shall be given. If the proposal is confirmed by a two-thirds majority of those present and voting, the Executive Committee shall have the power to realise any assets held by or on behalf of the group. Any assets remaining, after the group has satisfied its liabilities, shall be transferred to another organisation that shares similar objects to the group.

Adoption

This Constitution was adopted by members of the Friends of the Avon New Cut who attended the Annual General Meeting on 17th November 2019.