



# FRIENDS OF EXETER SHIP CANAL

Britain's oldest pound-lock canal  
*Cruise, Walk, Enjoy*

## CONSTITUTION

### 1 NAME

The group shall be known as the Friends of Exeter Ship Canal hereinafter known as FoESC.

### 2 AIMS AND OBJECTIVES

The aims and objectives of FoESC are to:

- **conserve** and improve the historic Canal, its waterfront and its wider environment from the Canal Basin to the Exe Estuary for everyone to enjoy now and in the future
- **liaise**, co-operate and assist with maintenance and restoration
- **promote** the Canal and its environs for as a benefit for everyone and an amenity to be enjoyed, valued and conserved sensitively for the local community and residents
- **breathe** new life into the Canal by encouraging and supporting boat users to navigate and enjoy the waterway including navigation from the tidal estuary, and support increased provision of access, moorings and services
- **encourage** healthy recreation on and around the canal
- **campaign** for the full realisation of the potential of the Canal and Basin to attract maritime, boating and associated businesses and activities
- **monitor** projected changes to the Canal, the Basin and its wider environment
- **provide** a forum for the assembly and focus of views of all people interested in the (good management of the) canal and its heritage and provide advocacy and publicity
- **enhance** and protect the ecology, wildlife and habitats of the Canal and its environs
- **organise** activities and encourage participation and volunteering through working parties, special events, talks, socials, cruises, publicity, and fund raising for projects
- **stimulate** public interest in the Canal, its buildings, its history and its future

### 3 AFFILIATION

FoESC shall be a corporate member of the Inland Waterways Association and any such organization considered appropriate by the Committee in furtherance of the aims and objectives of FoESC.

### 4 MEMBERSHIP

4.1 Any person who agrees to support FoESC's aims and objectives shall be eligible for membership regardless of income, sexuality, gender, age, disability, ethnicity, nationality, religious belief, and without discrimination of any kind.

- 4.2 Classes of membership shall be Adult (18 and over), Family (two or more people at the same address), and Concessionary (under 18s, students and unwaged people).
- 4.3 Classes of membership and annual membership fees shall be determined from time to time by the Committee and agreed by members at the Annual General Meeting or at a General Meeting called in accordance with clause 7 below.
- 4.4 Any member may resign at any time. There is no refund of membership fees.

## **5 COMMITTEE AND OFFICERS**

- 5.1 A Committee shall conduct the affairs of FoESC and shall meet as often as required by the business to be transacted and not less than four times a year.
- 5.2 The Officers, who shall be members of the Committee, shall consist of the Chair, Secretary, Treasurer, Membership Officer, Volunteer Co-ordinator and Outreach Co-ordinator.
- 5.3 Nominees for Chair, Secretary, Treasurer, Membership Officer, Volunteer Co-ordinator and Outreach Co-ordinator shall be proposed, seconded and elected at the Annual General Meeting.
- 5.4 Additionally, up to three members of FoESC can be nominated and elected to the Committee at the AGM.
- 5.5 The Committee may co-opt other members of FoESC with specific responsibilities, eg publicity, because of the demands of current business. Co-options may be at any time and will last until the following AGM but may end before that. Co-opted committee members are entitled to vote. The number of co-opted Committee members shall normally not exceed three at any one time.
- 5.6 A quorum for a meeting of the Committee shall be four of its elected members.
- 5.7 Only members aged 16 and over are eligible to serve on the Committee.
- 5.8 The Chair will usually preside at all meetings of the Committee. In the Chair's absence the committee will elect a chair for the meeting. The Chair may nominate ahead of a meeting a one meeting chair.
- 5.9 The Committee shall be responsible for guiding the activities of FoESC in accordance with its aims and objectives.
- 5.10 The Secretary shall be responsible for the organisation of meetings of FoESC in liaison with the Chair.
- 5.11 All members of FoESC, including family members, shall be entitled to attend all FoESC meetings, including Committee meetings, and to speak at the Chair's discretion.

## **6 FINANCES**

- 6.1 The Treasurer shall keep the accounts of FoESC.
- 6.2 The financial year of FoESC will end on 31 March. Any change to the financial year shall require the approval of the members at a general meeting.
- 6.3 All expenditure by FoESC must be authorized or ratified at a Committee meeting. Cheques shall require two authorised signatures. Authorised signatories shall normally be the Chair, Treasurer, Secretary and one other.
- 6.4 The Treasurer shall make the Committee aware of any existing or potential financial or cash flow problems that come to his/her attention.
- 6.5 The income and property of FoESC shall be applied solely towards promoting the group's aims and objectives.
- 6.6 The Committee shall retain for a period of seven years all financial records relating to FoESC.

## **7 ANNUAL GENERAL MEETING OF MEMBERS & OTHER GENERAL MEETINGS**

7.1 The Annual General Meeting of members shall be held in the Spring of each year and no later than 30 June.

7.2 There shall be laid before the meeting a statement of accounts covering the financial year ending 31 March.

7.3 Not less than 21 days notice shall be given specifying to all members the time and business of any General Meeting. Notice may be given by electronic or postal means.

7.4 At all General Meetings the Chair will preside, or in his/her absence a Chair for the meeting

will be elected by members present entitled to vote.

7.5 At all General Meetings not less than 10% of the members of FoESC shall constitute a quorum. If after half an hour from the time appointed for the meeting, a quorum is not present, the Meeting, if called at the request of the members, shall be dissolved. In any other case the Meeting shall be adjourned.

7.6 Only members over 16, additional family members over 16, and concessionary members over 16 are entitled to vote at general meetings.

7.7 Accidental omission to give notice of a meeting to, or the non-receipt of notice of, a meeting by any member shall not invalidate the proceedings of a meeting.

7.8 A resolution put to the vote at a general meeting shall be decided by a show of hands of those entitled to vote, except when more than one nomination has been received for a position on the Committee, in which case voting will be by secret ballot.

7.9 Motions for discussion at Annual General Meetings, not of origin from within the Committee, shall be lodged with the Secretary at least 30 days preceding the AGM and signed by 2 members entitled to vote.

7.10 An Extraordinary General Meeting shall be called on the instructions of a majority of the Committee, or on requisition signed by not less than 10% of the members of FoESC entitled to vote.

## **8 GENERAL DATA PROTECTION REGULATION**

8.1 FoESC shall have a data protection policy and privacy statement in accordance with current legislation.

## **9 DISSOLUTION AND TERMINATION**

9.1. FoESC shall not dissolve except by a resolution of an Extraordinary General Meeting passed by 75% of the members present and entitled to vote. A date for dissolution must be set and dissolution will take place immediately on that date.

9.2. In the event of the dissolution of FoESC, any assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed among the members of the Club, but shall be given or transferred to the Inland Waterways Association for the support of the work of its West Country Branch, or to distributed in any other appropriate way as decided by the Committee in furtherance of the aims and objectives of FoESC.

## **10 CONSTITUTION**

10.1 An Annual General Meeting of members shall ratify the constitution.

10.2 Thereafter, the constitution shall not be changed except by a resolution passed by 75% of the members present and entitled to vote at an Annual General Meeting or Extraordinary General Meeting.

10.3 Any matter not provided for in this constitution, or any question over the interpretation of it, shall be settled by the Committee. Any such decision shall be ratified at the subsequent AGM.