

Constitution of the Eleven Rivers Association.

1. Adoption.

1.1 This constitution was adopted at the public meeting held on 2 October 2023 for those interested in the Eleven Rivers Association.

2. Name of the Association.

2.1 The name of the association will be the Eleven Rivers Association. Shortened to ERA (used hereafter).

3. Aims of the Association. The aims of the association are:

3.1 To support on-going usage and enjoyment of the Long Distance routes: The Gloucestershire Way, The Wysis Way and The Three Choirs Way.

3.2 To work with statutory agencies and other voluntary groups to promote the upkeep of these Ways, both through co-ordinating volunteer efforts to maintain, clear and sign the routes, and through works commissioned by the statutory agencies.

3.3 To work with land owners to facilitate access to these paths whilst minimising both environmental impact and nuisance to land owners and their tenants.

3.4 To improve the accessibility of these routes to all parts of the population, including those with impaired mobility and those groups who historically have less often enjoyed the British countryside.

3.5 To support the provision of publicity, advice, guides and maps in various formats such that access and utilization of the routes is made easier.

4. Membership

3.1 There will be two classes of membership: individual membership and organisation membership.

3.2 Individual membership is open to any person who supports the aims of ERA. To become a member a person will be required to complete a membership form (as appendix 1). Members will be required annually to confirm to the Membership Secretary their on-going wish to remain a member. A person can resign at any time by informing the Membership Secretary of this wish.

3.3 Any organisation can become a member of ERA by an officer of that organisation completing the organisation membership form (as appendix 2).

3.4 ERA will endeavour to ensure that relevant Public Rights of Way authorities (the County Councils of Gloucestershire, Herefordshire, Monmouthshire, Worcestershire)

and key public sector agencies (including but not limited to Cotswolds National Landscape, Forestry England and Ordnance Survey) are kept informed of its activities

3.5 An organisation that is a member of ERA has one single vote at any meeting, notwithstanding the number of officers that may attend.

4. Management Committee

4.1 The management committee will include *ex officio* the following four officers:

- Chair;
- Secretary;
- Treasurer;
- Membership Secretary.

4.2 The annual general meeting or any other special meeting may appoint other individuals to the committee as is seen fit.

4.3 A quorum of the management committee will be two of the *ex officio* members.

4.4 Any contested issues at the committee will be settled by a simple majority vote.

If this is tied, the chair will have a second casting vote.

4.5 If an officer is unable to continue in the role, for whatever reason, the remaining officers may appoint a replacement person, who can be any member of ERA. This appointment will last until the next membership meeting, where a formal appointment will be made.

4.6 Gerry Stewart is an honorary committee member for life.

5. Annual General Meeting

5.1 The secretary will call an AGM between the first of January and the 31st of March each year. At least 28 days notice of the date of the meeting must be given to all members.

5.2 A quorum at the AGM is 10 members of which at least two individuals should be officers. Where a quorum is not met after one hour, the AGM should be reconvened not less than seven days later and the secretary should advise all members of this. At the reconvened meeting the quorum will be five people, of which one should be an officer.

5.3 The Treasurer must provide a set of audited accounts and a financial report to all members at least 14 days prior to the AGM. At the AGM the Treasurer must be ready to answer questions on the accounts.

5.4 The Chair, Secretary and Membership secretary should each provide a short report to the meeting. These may be circulated beforehand.

5.5 The following four officers will be appointed by the AGM:

- Chair;
- Secretary;

- Treasurer;
- Membership Secretary.

5.6 Where a position is contested then members present will make a determination by an exhaustive secret ballot.

5.7 The AGM may choose to appoint other individuals to the management committee as it sees fit.

5.8 The newly elected officers will immediately assume their roles, prior to the remaining business of the AGM proceeding.

5.9 The AGM should appoint auditors for the coming year.

5.10 The AGM may make changes to the constitution. Any such proposals must be advised to all members at least 14 days prior to the meeting. Adoption of changes is by a simple majority. In the event of a tied vote, the chair will have a second casting vote.

6. Special General Meetings

6.1 A Special General Meeting should be called in the following circumstances:

- An officer cannot continue in role;
- An appointment of a person to the Management Committee is proposed;
- A change to the constitution is proposed;
- Dissolution of ERA is proposed.

6.2 Where possible the business of a SGM will precede an ordinary meeting.

6.3 Where an ordinary meeting has already been scheduled and advertised, then an SGM to be held immediately beforehand requires at least 7 days notice being given to all members. The purpose and business of the SGM should be advertised at this time. Where dissolution is proposed, the notice period must be 28 days.

6.4 Where a SGM is being called and no ordinary meeting has been scheduled, then at least 14 days notice should be given to all members.

7. Ordinary Meetings

7.1 An ordinary membership meeting may follow an AGM or SGM or may be called at any other time by the secretary following discussion with the other officers.

7.2 The secretary will advise of any such meeting not less than 14 days in advance to all members.

7.3 In any contested matter at an ordinary meeting, a decision will be made by a simple vote taken by show of hands. Where this is tied, the chair will have a second casting vote.

8. Finances

8.1 A bank account in ERA name will be opened and maintained.

8.2 The Treasurer, Chair, Secretary and Membership Secretary will be authorised signatories for the account. Any one of the aforementioned may authorise a transaction.

8.3 All money raised by ERA should be used to further its objectives.

8.4 The Treasurer will produce audited accounts and a financial report 14 days prior to the AGM that must be circulated to all members.

8.5 A brief financial report should be made to all Management Committee meetings and to all meetings of the wider membership.

9. Use of personal data

9.1 ERA will use personal data only for the purposes of maintaining membership records and necessary contact with members. All data will be stored in accordance with General Data Protection Regulations (GDPR). Personal data will be removed from the records at the request of a member, when a member leaves the Association, or when the Association is dissolved.

10. Dissolution

10.1 ERA may be dissolved only at an AGM or SGM where a proposal to this effect has been circulated to all members with at least 28 days notice.

10.2 Alongside consideration of the proposal, the Management Committee will further propose the means by which any remaining monies and other assets will be disposed of. This should be in line with the existing aims of ERA and, beyond the repayment of expenses incurred, no payment should be made to any member.

11. Communication with members

11.1 All communications with members will be via email.

12. Conduct

12.1 All those attending any meeting of ERA or any activity organised by ERA should conduct themselves in a non-discriminatory and appropriate manner.

12.2 Anyone failing to do this may be reported to the Management Committee.

12.3 The Management Committee will deal with poor behaviour as it sees fit. This could include expulsion from ERA.

ERA Constitution – Appendix 1 Individual Membership

This form can be completed by hand and given to the Membership Secretary or it may be completed electronically and sent from a personal email account.

An email containing the same information, including the declaration of support, is also sufficient.

By applying to join, I agree that I support the aims and objectives of the Eleven Rivers Association. I agree to abide by the constitution.

By applying to join ERA, I agree to the storage of certain personal data by the ERA Management Committee. ERA will use such data only for the purposes of maintaining membership records and necessary contact with members. All data shall be stored in accordance with General Data Protection Regulations (GDPR). Personal data shall be removed from the records at the request of a member, when a member leaves the Association, or when the Association is dissolved.

Name:

Email Address:

Postal Address:

Other Organisations of
which a member:

Activities that I am ready to undertake: Walking and clearing the routes.
Website development.
Committee work.
Publicity work
Research into public transport / amenities along the route

Sign here:

(If completing electronically, type your name and send from your personal email address)

ERA Constitution – Appendix 2 Organisation Membership

This form can be completed by hand and given to the Membership Secretary or it may be completed electronically and sent from a corporate email account.

An email containing the same information, including the declaration of support, is also sufficient.

By applying to join, the organisation I represent agrees to I support the aims and objectives of the Eleven Rivers Association. My organisation agrees to abide by the constitution.

Name of person completing
this form.

Organisation:

Email Address(es):

Postal Address:

Sign here:

(If completing electronically, type your name and send from your corporate email address)