

Constitution of the Class 507 Preservation Society

Title

1. The organisation shall be known as “The Class 507 Preservation Society”, hereafter referred to as the “Society”.

Aims and Objectives

2. To secure for preservation Class 507 electric multiple unit vehicle or vehicles, hereafter referred to as the “507”.
3. To lease, rent, purchase or otherwise procure a suitable storage facility and transport the 507 to that site.
4. To restore the 507 to a condition suitable for static display, and keep it in good general condition thereafter.
5. To provide access to the 507, as far as is practicable, to visitors, for educational, research, historical and other appropriate purposes.
6. When and if circumstances permit, to operate the 507 in passenger service.
7. To set up a Private Limited Company and/or a Charitable Incorporated Organisation to assist in carrying out the above objectives. The 507 and other assets of the Society shall be held by the Company. The company shall be operated on a not-for-profit basis.

Individual Membership

8. There shall be three forms of individual membership within the Society
 - a. Junior
 - b. Full
 - c. Honorary.
9. Full membership shall be open to any individual aged 18 or over, subject to that individual agreeing to the terms set out in the constitution.
10. Honorary members shall be nominated by the membership or committee of the Society. They shall be exempt from paying subscription fees, but considered as full members. Any person may be nominated for Honorary membership. Any member may nominate an individual for Honorary membership, by writing a letter to the committee setting out their reasons why the nominee is suitable. The letter must be counter-signed by at least one other full member of the Society. The final decision as to a nominee’s suitability for Honorary membership shall be made by the committee.
11. Junior membership is available only to individuals under 18. Junior members have no voting rights, may not serve on the Committee, nor may they nominate individuals

for Honorary membership. Junior members may also have other restrictions on the activities they may perform, as decided by the Committee. Junior members must have permission of a parent or guardian to join.

12. Members shall pay either:

- a. An annual subscription, the amount of which shall be decided annually by the Committee and ratified by the membership.
- b. A monthly fee (not applicable to Junior members), the amount of which shall be decided annually by The Committee and ratified by the membership, but shall be not less than one-twelfth of the annual subscription.

13. Any individual wishing to become a member of the Society must be in full agreement with the Aims and Objectives of the Society.

14. An application for membership shall not be refused, nor will a member be prevented from taking part in Society activities, on the grounds of race, sex, gender identity, disability, sexual orientation, religion, political views, age, or any other protected characteristic.

15. Due to the nature of the activities undertaken by the Society, some members may need to be restricted from undertaking certain duties, if that duty is considered unsuitable or risky for the member, and reasonable adjustments cannot be made. If these circumstances arise, the Committee shall explain their reasoning to the affected member.

16. Every member shall receive a copy of this constitution, together with any other Rules and Regulations that may be in place. Members agree to abide by the Constitution and Rules and Regulations.

17. Members also agree to comply with any rules and regulations set out by the owners of the 507's storage location.

Corporate Membership

18. Corporate Membership shall be available by specific approval of the Committee and agreement between the Parties concerned. Corporate membership shall not include any voting rights.

Resignation

19. If a member wishes to resign from the Society, they must inform the Secretary in writing. The individual's membership will be deemed to have been terminated from the date the notice was sent.

20. A member who resigns from the Society shall not be eligible for a refund of any part of subscription fees or donations made.

21. A member who falls into arrears with their subscription fees shall be deemed to have resigned if the fees remain in arrears 30 days after the due date. Resignation shall be deemed to have taken effect from the date the member fell into arrears.

Society Property

22. The Society may lend documents, equipment, clothing or other items in its possession to Members, for the purposes of Society business. Members undertake to return any such property within 7 days when requested by the Society.

Data Protection

23. The Society operates at all times within the requirements of data protection regulations. Personal details of members will be securely held only to the extent necessary for the purposes of administering the Society's affairs, and for communicating with members. Committee members will have access to this data only in the course of their duties.
24. Members must notify the Society, as soon as reasonably possible, if any of their personal details change. The Society will not be held responsible for any failure of communication caused by a member failing to provide updated details.

Discipline

25. Any member whose conduct is considered to be dangerous, discriminatory, or otherwise bringing the Society into disrepute shall be subject to disciplinary actions.
26. A member subject to disciplinary action shall have their membership privileges suspended with immediate effect. The member shall not be permitted to undertake any activities related to the Society until the conclusion of the disciplinary process.
27. The member concerned shall be contacted by the Committee and requested to explain their conduct by way of written submissions to the Committee.
28. Either the Committee or the member concerned may request an in-person meeting in place of written submissions.
29. The Committee shall reach a decision by majority vote. In the event of a tied vote, the Chairman shall have the casting vote.
30. The possible outcomes of that meeting are:
 - a. The member is exonerated and suspension is lifted;
 - b. The conduct is unacceptable but considered non-serious and suspension is lifted;
 - c. The conduct is unacceptable and serious but there are mitigating circumstances and the member may retain membership at the discretion of the Committee members present;
 - d. The conduct is unacceptable and the membership is terminated immediately.
31. In the case of outcome (b) or (c) above, the committee may consider the imposition of a probationary period, during which time the member's activities and privileges in

the Society may be limited, and any further transgressions during that probationary period may result in further action.

32. The decision of the committee shall be set out in writing within 14 days of the meeting.
33. If a disciplinary matter arises relating to a member of the Committee, then the remaining Committee members shall adjudicate on that matter. The Committee member may not perform any committee duties until the disciplinary process is concluded.

Annual General Meeting (AGM)

34. An Annual General Meeting of the Society shall be held approximately annually, but no less than ten months and no more than twelve months from the previous AGM.
35. All members of the Society shall be entitled to attend.
36. The AGM must be held within 6 months of the Society's financial year end.
37. For business to be conducted at the AGM there must be a sufficient number of Full and/or Honorary members present to form a quorum. A quorum is defined as 20% of the membership. Junior members have no voting rights and do not count for the purposes of establishing a quorum.
38. The Committee shall endeavour to serve written notice of an AGM to all members at least 90 days in advance of the proposed date. The written notice shall include an agenda for the meeting.
39. The following business shall be conducted at the AGM:
 - a. Presentation of reports by each member of the Committee;
 - b. Transaction of any business of propositions stated in the AGM agenda;
 - c. Consideration of any business proposed by a member of the Society;
 - d. Examination of the accounts of the Society for the previous financial year;
 - e. To elect members to the Committee
 - f. To discuss any other business raised during the meeting.
40. If a member wishes to propose another member for any position on the committee, the Secretary must receive the nomination at least 21 days before the AGM. The nominee must give their agreement, and the nomination must be seconded.
41. When voting upon any issues at the meeting, at least 50% of the members present must vote in favour. In the event of a tie, the Chairman shall have the casting vote.

Extraordinary General Meetings (EGM)

42. An Extraordinary General Meeting may be called by majority decision of the Committee at any time.
43. Alternatively, an EGM may be called by 20% of the Full and Honorary membership or 5 members, whichever is the greater number.
44. The members who wish to call a meeting must inform the Secretary in writing, including a list of all members calling the meeting in the notification, and setting out the reasons for such a meeting.
45. The Secretary shall arrange a venue and date, which will be not later than 30 days after the date of the notice from the membership.
46. Notice of EGM shall be served on the remaining membership by the Committee.

Society Officers and Committee

47. The Society shall, as a minimum, elect the following positions from amongst their membership:
 - a. Chairman
 - b. Secretary
 - c. Treasurer.
48. Other positions may be created for officers as deemed necessary by the Committee. Such positions must be ratified by members no later than the next AGM – or at an EGM, if one is called for that purpose.
49. Any Full or Honorary Member may stand for election as an Officer or Committee member.
50. A member may also be co-opted onto the Committee if required to fill a vacant Committee position, which if left unfilled would mean that the committee had insufficient members to function effectively. Any member co-opted this way may remain on the committee until the next AGM, at which time they must be formally nominated, seconded and voted on.
51. Officers and Committee Members shall be elected annually at each AGM.
52. If an Officer or Committee Member wishes to resign from the Committee, they must notify the secretary in writing, stating their reason for resignation. The Committee must meet within 14 days to discuss the resignation. If the resignation is accepted by the Committee, then the date of the Committee meeting will be classed as the date of resignation.
53. If the committee does not accept the resignation, they shall meet with the Officer or Committee Member within 14 days of the meeting called to discuss the resignation.

54. No Committee member may hold more than one Officer position, except in exceptional circumstances.

Income and Accounts

55. The management of the Society's financial affairs shall be the responsibility of the Committee in general and the Treasurer in particular.

56. All funds shall be held in a bank account in the name of the Society. The account shall be held at a UK bank or building society chosen by the Committee.

57. There must be two signatories to the account. One shall be the Treasurer, and the other must be another member of the Committee, as agreed by the remaining Committee members.

58. All accounts operated by the Society shall remain in credit.

59. Any interest earned on the Society's bank accounts shall be considered to be income for the Society.

60. Any payments or donations made to the Society on or after 19 November 2023 shall be deemed the property of the Society.

61. Any donation made to the Society, by whatever means, shall not be returned to the donor except under exceptional circumstances. Any return must be agreed by the Committee and legal advice may need to be sought.

Rules and Regulations

62. The Committee may make additional Rules and Regulations as required, but those rules shall not contravene any part of the Society's Constitution.

63. Rules or Regulations shall be regularly reviewed by the Committee and updated as required.

64. Members shall be provided with copies of all Rules and Regulations made.

Amendments to the Constitution

65. An amendment to the Constitution must be proposed by 20% of the membership or 5 members, whichever is the greater number. Alternatively, an amendment can be proposed by a majority of Committee members.

66. An amendment may only be voted on at an AGM, or an EGM called for that purpose. At least 60% of Full or Honorary membership present must vote in favour of the amendment for the amendment to be adopted.

67. The amendment will apply from the date of the vote, unless a specific operative date has been agreed.

Dissolution

68. The Society may only be dissolved by a vote of the members at an EGM called for that purpose.
69. For a dissolution vote, at least 60% of the membership, excluding committee members, must be present to form a quorum. If a quorum is not present, the meeting shall be dismissed and a postal vote of the membership undertaken instead.
70. Upon dissolution, all members of the Society shall be advised in writing.
71. Upon dissolution, the assets of the Society shall be disposed to organisations with similar aims and objectives, as decided by the Committee.

Notification

72. Where notification in writing is required under this Constitution, this may be provided by post to the Society's official correspondence address, or by email to an email address specified by the Committee.
73. The committee will confirm receipt of any notification by the same method used to notify.

AGREED AT THE INAUGURAL MEETING OF THE CLASS 507 PRESERVATION SOCIETY ON 19th NOVEMBER 2023 AND FURTHER RATIFIED BY THE FOUNDING COMMITTEE AT THEIR MEETING ON 21st JANUARY 2024.