Slough Radio Control Model Club CONSTITUTION (Ratified 14/12/2012)

GENERAL

- 1. The club shall be called Slough Radio Control Model Club and will be affiliated to the British Model Flying Association.
- 2. The object of Slough Radio Control Model Club shall be the promotion and encouragement of all branches/aspects of aero modelling for the benefit of the community within the Slough area, opposing all inequality in any form. Educating people on the safe practices for both building and in particular flying their model aircraft through the transfer of information given freely.
- 3. All members, without exception, must obey all club rules. Failure to do so may result in disciplinary action by the Club which may lead to dismissal.
- 4. All members must be members of the British Model Flying Association and must be able to provide evidence of such on request.
- 5. When there is a joint meeting between Slough Radio Control Model Club and another club, the participating club must be able to provide evidence of adequate insurance cover well in advance of the event.
- 6. Members may invite guest fliers to the site on arrangement with the Committee and the club member must assume total responsibility for the actions and safety of the guest. Guest flyers must hold a BMFA A certificate and are only permitted 3 visits per year (to be entered into the guest book) after which they must join the club.
- 7. A "member" means either a senior member, OAP member, Junior member under the age of 18 and honorary member.
- 8. A member may be made a honorary member for extensive services to the club. Honorary members can only be created by a majority ballot of club members at a general meeting.
- 9. Membership is open to all interested applicants regardless of age, sex or colour.
- 10. The Committee has the right to refuse membership to new applicants.
- 11. New members will be required to serve an initial probationary period of 6 months. During this time they will not be eligible to serve on the Committee and may have their membership terminated at the discretion of the Committee for unsatisfactory conduct.
- 12. Members who have allowed their subscriptions to lapse for less than one year will not normally be asked to reapply for membership or pay the joining fee, but will be required to pay a full 12 months subscription. Reduced subscriptions will apply from July. The Committee reserves the right to ask for a formal membership application if it so wishes.
- 13. All field safety rules and regulations will be reviewed annually, and will be considered binding for 12 months, excepting where urgent action is required. This action must then be ratified by the members at the next club meeting or at a general meeting. The field safety rules are considered as a supplementary code to those laid out by

the British Model Flying Association's Members' Handbook, compliance with which is mandatory within Slough Radio Control Model Club.

- 14. Any complaint concerning any member must be made in writing and signed by the complainant(s). The written complaint must then be forwarded to the Secretary so that the matter can be addressed at the next Committee meeting.
- 15. The Committee may impose a flying suspension not exceeding 60 days upon any member in the event of misconduct. Any suspension must be accompanied by a verbal and/or written warning as deemed appropriate in accordance with Article 17.
- 16. The Committee may consider removal from the membership list of any member whose conduct on the field or elsewhere is considered to be prejudicial to the club. Dismissal will be in accordance with the following procedure in order to comply with the laws of natural justice:
- a. The member is to be given a verbal warning by an authorised Committee Member in which the member is made aware of his/her misdemeanour and what he/she is reasonably required to do to make amends.
- b. If the member does not respond, he/she is to be given a written warning by an authorised Committee Member to advise him/her of his/her misdemeanour and what he/she is reasonably required to do to make amends.
- c. If he/she still fails to respond, the Committee should invite him/her in writing to meet with them at a previously agreed date and time to discuss the situation, advising they are considering withdrawal of his membership.
- d. If he/she still fails to respond to reasoning or fails to attend without reasonable cause, the Committee can advise him/her in writing that his membership is withdrawn, stating the reasons why this decision was reached.
- e. When the member is advised of withdrawal of his membership, he/she must be given the right of appeal. If he/she opts to appeal, this will be to the Club membership at an EGM which the Committee would call on his/her behalf at a previously agreed date and time. The motion to uphold the membership withdrawal or reverse it must be in accordance with the voting procedures set out in the Club Constitution.

In the event of gross misconduct, immediate dismissal without warnings may be considered but the member must still be accorded his/her rights to present his/her case to the Committee and be given a right of appeal in accordance with sub-paragraphs c, d and e above.

In the event of dismissal the Committee will arrange for the member's current club membership fee to be reimbursed in full.

- 17. Alterations to this constitution can only be made at the Annual General Meeting or at a General Meeting called for that purpose provided that
- a. The secretary receives the terms of the proposed resolution at least 21 days before the meeting at which the resolution is brought forward; and that
- b. The Secretary shall give at least 14 days notice of the proposed resolution in writing to all members; and that
- c. The quorum for the carriage of such resolution shall be one-third entitled to vote, and
- d. Such a resolution shall receive the assent of two-thirds of those present and voting.

- 18. The Committee, Officers and Instructors, will be responsible for the running of the flying field at all times. Appointment to the position of Instructor or Examiner can only be made by a Committee decision.
- 19. All new flying members under instruction must attain the BMFA A certificate standard before being allowed to fly unsupervised.
- 21. Any member whose flying standards drop below the minimum required standard for unsupervised flight will be required to rejoin the training scheme until the desired standards of flying are met.

COMMITTEE

- 22. The Committee of the Club shall comprise of not more than 7 members including the Chairman, Vice Chairman, Hon Secretary, Hon Treasurer, Safety Officer & BMFA Liaison Officer. A quorum of any Committee meeting shall consist of a majority of current Committee Members.
- 23. The Chairman, Hon Treasurer and Hon Secretary shall ex officio be trustees to hold any property held by the club.
- 24. Any Committee member or member who is involved in any organisational position within the Club, must hold membership of the British Model Flying Association.
- 25. Committee members shall be elected, from written nominations, at the Annual General Meeting, to serve for a period of one year. The Committee will be elected by majority vote from a show of hands (or a secret ballot if requested by any member) from eligible members present.
- 26. Nominations must be received by the secretary at least 14 days before the date of the A.G.M. The Committee will be elected by majority vote by a show of hands from eligible members present. In the event that no nominations are received for any committee position nominations may be accepted from the floor at the A.G.M.
- 27. Should a committee position become vacant, the Committee may co-opt a replacement who will then serve until the following Annual General Meeting. This will be by a majority vote from the Committee Members.
- 28. Members elected to office will have full voting rights at all meetings. In the event of a tie the Chairman will have a casting vote.
- 29. The Committee reserve the right to carry out negotiations and make decisions in the interest of the club or on behalf of the membership where necessary.
- 30. The Secretary must be informed of any negotiations proposed by club members which affect the Club as a whole and copies of any written correspondence must be submitted to him for record purposes.
- 31. Any Committee Member or Officer wishing to resign must do so in writing.
- 32. Any member of the Committee who is absent from three consecutive Committee meetings without reasonable cause will automatically forfeit his seat on the Committee.

FINANCE

33. The clubs financial year shall run from October till September, and the club will have the power to obtain, collect and receive funds by means of contributions, donations, subscriptions and the sale of donated goods.

- 34. The income of the club shall be applied towards the promotion of the object as set forth in clause 2 and no portion thereof shall be paid or transferred or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to any member of the club.
- 35. The committee reserve the right to authorise expenditure on behalf of the club up to, but not exceeding a value of £300. Where expenditure of more than £300 is being considered a proposal must be placed before the membership at a club meeting for approval.
- 36. All bank accounts will be opened in the clubs name Money may only be withdrawn from Club funds by cheque signed by not less than two Committee members.
- 37. Committee members, or club members authorised by the committee, may receive reasonable reimbursement for necessary expenditure incurred wholly on behalf of the club.
- 38. The club shall appoint trustees if required.
- 39. The Committee may pay accounts and incur any normal liabilities on behalf of the club. If a Committee Member engages or becomes involved in court proceedings, whether criminal or civil in his representative capacity on behalf of the club, as opposed to his capacity as a private individual, the club will indemnify, by reason of its affiliation to the BMFA, the Committee Member in respect of any fines or damages or costs awarded against the Committee Member.
- 40. In the event of a Committee Member being awarded damages or costs in the course of proceedings taken by him in his representative capacity, such damages or costs will belong to the Club and not the Committee Member personally and upon receipt that Committee Member will pay them to the Club Treasurer.
- 41. The total accrued in 'The New Site Fund' shall be identified in the annual accounts, declared at the A.G.M. and recorded in the minutes. This money is solely for procurement of a New Flying Site and shall be maintained as such. It may only be drawn upon subject to a majority A.G.M. or E.G.M. vote.

VOTING AND CONDUCT OF MEETINGS

- 42. Club Meetings are held at dates, times and venue that the committee may decide. Committee meetings will be arranged as necessary. Flight meetings are held at the flying site at the dates and times outlined in the club rules.
- 43. All meetings will be agendered and minuted. Any other business will only be accepted at general meetings if the Secretary is given at least 14 days notice in writing of the item to be discussed.
- 44. A quorum of any general meeting is to be at least one quarter of the membership.
- 45. Voting will normally be by a show of hands, however a secret ballot must be taken should any member request that this be done. Proxy and postal votes will not be allowed.
- 46. All proposals must be seconded and voted upon. A majority vote of those present is required to carry any proposal including proposals to alter this constitution.
- 47. Amendments to proposals must be voted upon first.
- 48. Non committee members may attend committee meetings as observers by applying to the Secretary at least 14 days before the meeting. Any non Committee Member may be asked to leave the meeting subject to approval from the Committee.

- 49. Non club members may attend Club meetings as observers as invited guests of the club. Any non Club member may be asked to leave the meeting subject to approval from the Committee.
- 50. The Committee, through the Chairman has the power to ask a person to leave any meeting in the event of that person disrupting the meeting.
- 51. Patrons of the club have no voting rights but are free to attend all club meetings.

ANNUAL GENERAL MEETINGS

- 52. A convenient date for the Annual General Meeting will be decided each year by the Committee. At least 28 days of the meeting will be given in writing to all Club members.
- 53. Annual subscriptions and the joining fee will be decided at the Annual General Meeting. Subscriptions are due by 1st January each year. Any member who has not paid the subscriptions for the ensuing year by this date, in whole or in part, will not be allowed to fly until they have done so. BMFA membership must be in place before flying.
- 54. An Auditor or Auditors shall be elected by the Committee to examine the accounts before the Annual General Meeting to verify that the balance sheet is correct and fairly represents the expenditure and receipts of the club, its assets and its liabilities. A statement of accounts will be tabled at the AGM each year and an adjustment to fees will be made, if required, to apply immediately.

EXTRAORDINARY MEETINGS

- 55. The Secretary will convene an Extraordinary Committee Meeting within 14 days on request from any member of the Committee, stating the business to be discussed.
- 56. The Secretary shall convene an Extraordinary General Meeting of the club by a resolution of the Committee stating the business to be brought before the meeting, of which 28 days notice has been given to all members in writing stating the business to be discussed.
- 57. The Secretary shall convene an Extraordinary General Meeting of the club on receipt of a request in writing signed by not less than a quarter of the members of the club, stating the business to be brought before the meeting, of which 28 days notice has been given to all members in writing stating the business to be discussed.
- 58. When a request for a meeting is made in accordance with Article 57 and it is not called within 28 days, the requisitioners may themselves convene an Extraordinary General Meeting of the Club by giving 28 days notice in writing to all members, duly setting out the purpose for which the meeting was called. Any resolutions passed at such a meeting shall have the same force and effect as if they were passed at a meeting convened by the Committee.

EMERGENCY INSTRUCTIONS

59. Should an emergency arise e.g. Foot & mouth disease a notice will be posted and members notified of the nature and effect of the emergency together with instructions relating to the same.

- 60. A resolution to dissolve the club may be passed at any general meeting provided that
- a. The membership falls to TEN senior members or less; and that
- b. The secretary receives the terms of the proposal at least 28 days before the meeting at which the resolution is to be brought forward; and that
- c. At least the Secretary shall give 21 days notice of the proposed resolution in writing to the members of the club; and that
- d. The quorum for the carriage of such resolution shall be two-thirds of those eligible to vote; and that
- e. Such a resolution shall receive the assent of two-thirds of those present and voting; and that
- f. A resolution dissolving the club, may give instructions for the disposal of any assets held by or for the club provided that if any property remains after the satisfaction of all debts, liabilities and pre-paid memberships. Such property shall not be paid or distributed among the members of the club, but shall be given or transferred to such other charitable institute or institutions having objects similar to the object of the Slough Radio Control Model Club.

CHILD PROTECTION

61. The Club requires that any child admitted to the club site or events is a signed up Junior Member (under the age of 18) of Slough Radio Control Model Club and is accompanied by a parent or legal guardian at all times who will assume full responsibility for that Junior Member.