

# **Hartlepool Model Flying Club Constitution**

Issue 5 January 2025

All modifications since last issue are shown in bold and underlined.

## **1. Name**

The name of the Club shall be "Hartlepool Model Flying Club", referred to hereafter as "the Club".

## **2. Objectives**

The objectives of the Club are:

- To promote the sport of aeromodelling
- To provide training, guidance and advice to it's members free of charge
- To promote safety consciousness in all aspects of model building, preparation and operation
- To promote the advancement of flying skills via the BMFA achievement schemes.

## **3. Scope**

The scope of the modelling activities catered for is limited only by the availability of suitable sites and venues. The main targeted discipline is radio control fixed wing and helicopter. Members must seek the approval of the Club officers for the use of Club sites for other disciplines e.g. free flight and control line. The granting of approval will largely depend on safety and nuisance grounds and the decision of the officers is final. The officers may be able to suggest alternative venues available through the co-operation with other clubs etc.

## **4. Non-discrimination statement**

No person will be subject to discrimination on grounds of sex, age, special needs\*, religion, colour or ethnic background.

\* Any person applying for membership with special needs will be advised of the degree to which the Club can make accommodation for their condition.

## **5. BMFA affiliation**

The Club shall be affiliated to the British Model Flying Association (BMFA) and is therefore bound by the affiliation rules and requirements of that organisation. To comply with the affiliation rules it is a requirement that all flying members of the Club must have a valid membership of the BMFA (see membership, article 9)

## **6. Third party insurance**

A consequence of affiliation to the BMFA is the automatic provision of third party insurance. Full details of the extent of this insurance provision are given on the insurance document issued annually by the BMFA.

## **7. Officers of the Club**

The officers of the Club shall consist of a committee comprising a Chairman, Secretary, Treasurer, BMFA representative and Welfare Officer. Note it is common amongst similar clubs for the BMFA representative and Welfare Officer to also be the Chairman, Secretary or other existing officer. It is acceptable, therefore, for the role of the BMFA representative and Welfare Officer to be absorbed by one of the three core committee officers if appropriate. There shall, however, always be a minimum of three officers. All officers shall be elected to stand for a period of one year at the Annual General meeting (AGM) or at an Extraordinary General Meeting (EGM).

## **8. Management of Club affairs**

8.1 The business of the Club shall be conducted by the officers who are empowered to make negotiations, conduct financial transactions and authorise expenditure as they see fit providing that at least three officers agree.

8.2 For the purpose of conducting the business of the Club at a general club meeting or an AGM or EGM, three officers shall form a quorum. In the event that less than three elected officers are available, ordinary members may be co-opted to stand in. The elected officers shall agree a list of two or three suitable reserves for this purpose.

8.3 The officers may appoint sub-committees from the general membership to undertake special activities as required.

## **9. Membership**

9.1 In order to comply with the affiliation requirements of the BMFA, it is a mandatory requirement that all club members must hold a current, valid membership of the BMFA (except as noted in d, below). The member's BMFA membership does not have to be registered through the Club, but this will be checked with a paper copy or digitally with the BMFA when applying for club membership.

There shall be four classes of membership:

- a) Senior members – applies to all flying members 18 years of age or older – full voting rights are conferred.
  - b) Junior members – applies to all flying members under the age of 18 years – not eligible to vote.
  - c) Family member – can be taken up by a Senior member and will also cover his/her spouse or partner and any number of named Junior members. Note that children turning 18 years of age must become senior members at the next renewal. Only the Senior member may vote.
  - d) Social member – applies to NON FLYING members only – not eligible to vote. This is the only membership classification for which the BMFA membership is not mandatory. Such members must NOT take part in any flying activity and can not be an official of the Club. Applications for Club membership must be made by filling in a membership form which must be submitted to the committee for consideration. The committee will consider the application based on the information provided in the form. If membership is full the applicant may be given the choice of being placed in a waiting list.
- The Club reserves the right to refuse membership at the discretion of the committee.

9.2 The fees payable for the various classes of club membership shall be set at the AGM or at an EGM called for that specific purpose.

## **10. Club rules and safety code**

Club rules are set out in a club rulebook that is made available to all members. This must be read in conjunction with the BMFA Handbook that gives details of all legal requirements, safety codes, noise control guidelines and achievement schemes. **All members, without exception, must comply with all Club, BMFA and CAA rules and operate lawfully at all times and must show proof of any required registrations on request. Failure to do so may result in disciplinary action by the Club which may lead to dismissal.**

## **11. Training and achievement schemes**

11.1 The Club has a stated, clear objective to provide training and opportunities for skill advancement. To this end the Club will identify willing and competent members who will provide training services. Where possible, the Club will identify and register at least one member as a BMFA Registered Instructor and two Club Examiners. Club Examiners must be tested and approved by an Area Chief Examiner as per BMFA regulations.

11.2 There is no intent to make it mandatory for novices to attain A certificate status to prove their competence (although this will be strongly encouraged) but novices must not fly unsupervised until their instructor declares them safe so to do so.

11.3 Members wishing to work towards A or B certification need only make this known to their instructor or the examiners. Guidance will be unlimited and free. In the event that examiners are not available within the Club, the Club officers will arrange for examinations to be undertaken by examiners from other clubs.

## **12. Disciplinary issues**

In the event that a member is seen, or reported to have been, involved in activities contrary to the Club rules or safety guidelines and the matter can not be dealt with among those present, he/she will be asked to explain and justify their actions to the committee of Club officials. In the event that the member continues to act inappropriately or fails to co-operate in the disciplinary procedure, the officials may suspend or cancel the offender's club membership without refund.

## **13. Club meetings**

13.1 There shall be a minimum of 4 meetings plus an AGM held during the year. Dates for these will be published and members informed. These meetings will comprise a standard meeting agenda covering the adoption of previous minutes, matters arising, reports from officials and any other business. The remainder of the meeting will be for talks, demonstrations or simply an opportunity to socialise and consult fellow members.

13.2 The AGM shall be held on the date of the November general meeting. Club and BMFA fees are due on this date.

13.3 When the Club officials deem that an EGM is required, members will be notified by letter or e-mail at the first possible opportunity. The communication will describe the nature of the issue to be discussed and voted upon. Postal or e-mail votes will only be accepted if the officials are given a satisfactory explanation for absence and that the source is verifiable.

## **14. Protection of Children and Vulnerable Adults**

The Club recognises that it has a duty of care towards children and vulnerable adults. All members are encouraged to report any behaviour that they feel inappropriate to any club official. Such behaviour can include sexual, physical or verbal abuse, bullying etc. The Club shall appoint a Welfare Officer (ref article 7) who shall act as the facilitator for any issues relating to reports or accusations of abuse and ensure that any such matters are properly investigated and handled.

Club officials receiving such reports shall take up the issue with the accused and if not satisfied refer the matter to appropriate authorities. All such reports must be taken seriously and recorded. Guidelines for handling these situations can be found in the BMFA guidance document on this subject.

It is a condition of membership that juniors and vulnerable adults will be accompanied to and on the field or at meetings by a parent or guardian.