



**Polesworth Radio Control Model Aero Club**  
*Club Constitution November 2021*

**General**

1. The club shall be called Polesworth Radio Control Model Aero Club --- "PRCMAC"
2. All cheques or payments made payable to "Polesworth Radio Control Model Aero Club"
3. The principal aim of the club is to promote the safe and responsible use of radio controlled fixed and rotary wing model aircraft.
4. All members must obey all of the rules of the club, without exception, and failure to do so will result in disciplinary action by the committee.
5. All flying members of the club must be affiliated to the British Model Flying Association and must be able to provide evidence of such on request.
6. A member refers to all classes of membership.
7. The committee has the right to refuse membership or membership renewal.
8. Associate members have an automatic right to upgrade at any time.
9. New members shall be required to serve an initial probationary period of 12 months and may not serve on the committee until membership has been for more than a continuous 24 month period.
10. Membership runs each year from January 1<sup>st</sup> to December 31<sup>st</sup>.
11. Membership subscriptions will be subject to the type of membership required and any joining fees as determined at the Annual General Meeting. Warton working Men's Club fees and BMFA membership are in addition to club fees.

The classes of membership are:

|                                     |                      |
|-------------------------------------|----------------------|
| i. - Senior (over 18)               | TBC at AGM each year |
| ii. Junior (under 18)               | Free                 |
| iii. Family (Sen. Member's partner) | 50% of Senior        |
| iv. Associate (none flying member)  | £10                  |
| v. - Joining fee (1 off payment)    | £25                  |

12. Members who have not paid their membership fees by 31<sup>st</sup> January will be considered to have allowed their membership to lapse and will be required to resubmit a membership application and pay any joining fees as required for new members.
13. All rules and regulations will be reviewed and revised at the Annual General Meeting, except where more urgent action may be required. Any actions deemed necessary to comply with legislation or BMFA requirements must then be ratified by the committee at the next committee meeting.

14. Field safety rules are considered as a supplementary code of conduct to those laid down by the BMFA in their members handbook, and compliance is mandatory within the club to ensure that the club's insurance cover is not compromised.
15. Any complaint concerning any member will require 3 members to sign that complaint and it must be handed to the secretary so that the matter can be discussed at the next committee meeting. Any club member may approach a committee member to forward a verbal complaint, to be presented on their behalf at the committee meeting.
16. The committee may remove from the membership any member whose conduct on the field or elsewhere is considered by them to be prejudicial to the good name of the club, that the land owner's property should be respected and that the country code be complied with at all times. Any model debris is to be removed in a safe manner.

No fire should ever be deliberately started. Anyone breaking this rule will have their membership terminated immediately

17. Whilst having no claim to any subscription fees paid, such a member may request of the committee that a Special General Meeting be convened to consider the reason(s) why their membership should not be terminated.
18. Such a request should be made in writing within 7 days of notice to terminate membership, and should contain an outline of the reasons to be presented at the meeting.
19. The committee reserve the right to reject such a request, or to impose any other appropriate sanction instead of removal from the membership.
20. Alterations to this constitution can only be made at an Annual General Meeting or Special Meeting called for the purpose, notice being given in writing to all paid up senior members.
21. Any proposed alterations must be submitted to the secretary at least 14 days prior to the meeting.
22. The committee, safety officer or club instructors will be responsible for the running of the flying field.
23. Appointment to the position of instructor can only be made by the committee.
24. Where no instructors exist, new instructors will be appointed from the club's list of A, B or C certificate holders, by the committee.
25. Parents / responsible adults may instruct siblings / children, or vice versa, providing the party giving instruction holds a minimum of a BMFA 'A' certificate for the class of model being used.
26. The club instructors list will be reviewed annually at the Annual General Meeting.
27. The committee shall be elected annually at the Annual General Meeting and shall comprise of a minimum of 3 full members.
28. A quorum at any committee meeting must consist of a majority of committee members or a minimum of 3.
29. The election of officers will be by a show of hands from eligible members present at the Annual General Meeting or Special Meeting who can fulfil the required commitments.

30. The committee shall consist of a minimum of 3 officers, the chairman, secretary and treasurer. Other officers may be elected as deemed necessary at an Annual General Meeting.
31. Officers of the committee shall be elected from members' nominations at the Annual General Meeting to serve for a period of 1 year.
32. In the case of a resignation the committee may co-opt a replacement who will serve until the next Annual General Meeting.
33. Officers must stand for re-election on an annual basis.
34. Members elected to office will have full voting rights at all meetings and in the event of a tie, the chairman will have the casting vote.
35. The committee reserve the right to carry out negotiations and make decisions in the interests of the club, or on behalf of the membership when necessary.
36. The club secretary, treasurer and chairman are required to submit a sample of their signatures for banking reference purposes.
37. Money may only be withdrawn from the club funds by cheque signed by not less than 2 signatory officers.
38. The secretary must be informed of any negotiations proposed by members, which could or would affect the club as a whole, and copies of any written correspondence must be submitted for recording purposes.
39. Any negotiations must be carried out by elected officers only and decisions made by the committee before any final agreements can be made.
40. 43. Any member may present a claim for cover of out of pocket expenses under the normal conditions of withdrawal from the club funds.
41. 44. The amount to be paid to a member will be decided by the committee.
42. The secretary and membership secretary may also present claims for expenses incurred to the committee at a club meeting.
43. No member of the committee or officer of the club may be a committee member or officer of another model flying club.
44. Any committee member wishing to resign must either declare an intention to stand down at an AGM or EGM, or do so in writing.

#### **Children and vulnerable adults - club policy**

45. No child or vulnerable adult may become a member or use the club facilities unless accompanied by a designated responsible adult.
46. The responsible adult must be a member of the club, or if the responsible adult is a non-flyer then they must become an associated member of the club and always accompany the child/vulnerable adult when using club facilities.

47. If a child/vulnerable adult wishes to change the details of the responsible adult then this information must be communicated and recorded by the membership secretary before any further use of club facilities.

### **Meetings**

48. Voting will normally be indicated by a show of hands from eligible members present; however a secret ballot must be taken should any member request that this be done. Proxy votes are not allowed.

49. All proposals must be seconded and voted upon.

50. Any amendments to proposals must be seconded and voted on first.

51. Non committee members may attend meetings but do not have a right to vote.

52. Non club members may attend club meetings as invited guests but do not have a right to vote.

53. Members may attend committee meetings but do not have a right to vote.

54. Lapsed members must not attend an AGM or EGM.

55. Any non-committee member may be asked to leave the meeting room during the course of the meeting subject to the approval of the committee.

56. The committee, through the chairman has the power to ask a person to leave the meeting in the event of that person disrupting the meeting.

### **Annual General and Extra Special meetings**

57. The Annual General Meeting will normally take place on the 1st Tuesday in November.

58. Annual subscriptions and any joining fees will be decided at the Annual General Meeting.

59. Subscriptions are due from January 1st each year. Any member who has not paid their subscriptions plus full BMFA membership fees will not be allowed to fly until they have done so.

60. Two auditors will be elected by the committee to examine the accounts at the Annual General Meeting to verify that the accounts are "correct and represents the expenditure and receipts of the club, its assets and liabilities".

61. The secretary will convene a committee meeting on request from any member of the committee stating the business to be discussed.

62. 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, for which 28 days' notice has been given to all members in writing stating the business to be discussed.

63. The secretary shall convene an Extraordinary General Meeting of the club on receipt of a request in writing signed by not less than 7 members of the club, stating the business to be brought before the meeting, for which due notice has been given to all members.

64. A meeting so convened shall be within 28 days following the resolution or request received by the secretary and the quorum for such a meeting shall be at least one quarter of the current club membership.
65. When such a request for a meeting has been made and not complied with within 28 days, the Requesters may themselves convene an Extraordinary General Meeting of the club by giving 7 days notice in writing to all members, duly setting out the purpose for which the meeting was called.
66. Any resolutions passed at such a meeting shall have the same force and effect as if passed at a meeting convened by the committee.
67. Should it be considered necessary or desirable to wind up the club, the committee will call an Extraordinary General Meeting.
68. Should a quorum fail to appear, the meeting will be adjourned and a further Extraordinary General Meeting must be called. The second meeting will proceed even if a quorum is not present and the motion will then be carried by a simple majority.
69. On winding up and after the sale of any assets and settlement of all outstanding debts, any remaining assets will be shared equally between the remaining fully paid up members.
70. If the final accounts are less than required to refund the subscriptions to remaining members, the remaining money will be donated to charity.
71. All members will receive a final statement of accounts.

### **Flying Field Rules**

72. The site owner requires that the entrance gate be kept locked when the field is not in use.
73. When the field is occupied the chain should be secured to the gate and the security code changed to "0000" to prevent theft of the lock and chain.
74. The last person off site must ensure that the gate is secured.
75. No dogs are allowed on the club flying site.
76. All children must be accompanied by a responsible adult, and in the interests of safety be kept under control at all times.
77. Vehicles must not be taken onto the flying field if conditions are unsuitable, to prevent damage to the site.
78. The club accepts no liability for vehicles which become damaged or stranded whilst on the flying field or the approach field.
79. A maximum of 3 models only are allowed in the air at any time.
80. Models are restricted to a maximum weight of 7 kg.
81. Engines are restricted to a maximum size of: -  
1.00 2 stroke  
1.30 4 stroke
82. Members may submit an application to fly models outside the above restrictions. Permission must be gained from a minimum of 2 committee members. (See rule 84)

83. All models must comply with BMFA
84. All models must be fitted with a suitable silencer to comply with the local authority instructions, including 4 stroke engines which may already be below the BMFA noise rules of 82dbA (as specified in the Dept of the Environment directive). An exhaust pipe only is not permitted.
85. Any model considered too noisy for the site will be prohibited.
86. Two sound meters are available and members should check their models.
87. All models must be securely restrained when starting or running up within the pits area.
88. It is the responsibility of members to make sure that their models are checked for compliance, before flying, to make sure that any complaint may be defended.
89. Where an engine/ propeller change takes place the combination should be retested.
90. Models should either be carried or wheeled onto the flying area. Models must NOT be taxied through to the flying area.
91. Electric powered models should be "armed" away from the pit area.
92. Permission must be gained from pilots on the flight line before taking models onto the flying area.
93. Flyers must communicate to others on the flight line their intentions when landing, or performing manoeuvres that could impact on others.
94. Flying over or behind the flight line is strictly forbidden.
95. Flying over the entrance field, the field between the house and flying field and car parking areas (in the direction of the house) is expressly forbidden.
96. Learners and visitors cannot fly unless supervised by a member of the committee or a BMFA 'A' certificate holder using either the same TX mode, or suitable "buddy box" system.
97. New members may only fly solo if they have been vetted by a committee member. We encourage members to hold a BMFA 'A' certificate or higher.
98. Club liability insurance covers first time visitors who have no previous experience of model flying but are seeking to try out model flying prior to joining the Club. All other visitors must have BMFA insurance.
99. Insurance cover for visitors will only be in place when the flights are being personally supervised by a Club member with either a minimum of a BMFA 'A' certificate, or an approved instructor, using the same stick mode.
100. Insurance cover will only be in place for a maximum of 3 separate days for any one new flyer. Thereafter the new flyer must arrange his/her own third party public liability insurance cover, by joining the BMFA, prior to undertaking any further flying activity at the Club site.
101. Everyone is responsible for safety when using the club's facilities.

### **Flying times.**

102. The rules for IC power are as follows: - Every day- 10 a.m. until dusk.
103. The flying times for silent and electric flight are restricted to daylight hours only, no flying using lights after sunset is allowed.
104. The PRCMAC flying field safety rules are *in addition* to those set out in the BMFA Handbook.