

Alport Model Flying Club Constitution

General

1. Alport Model Flying Club (AMFC) is the recognised title of the club and is affiliated to the BMFA. AMFC operates from a flying site at Belper Amateurs Cricket Club ground, Alderwasley or any other such site approved by the Committee.
2. The club has a “fly for fun” policy, which is non-competitive, each member seeking to develop skills in a manner determined by that member, subject to the overriding concern for legal and safety requirements and the retention of the site. It does however actively encourage members to make use of the BMFA Achievement Schemes. Model types are restricted to those that can reasonably be expected to take off and land on the flying site.
3. A Committee shall have executive powers and will consist of a Chairman, Secretary, Treasurer, Safety Advisor, Public Relations Officer and one ordinary member per twelve (or part thereof) total membership. A Committee member will also act as Vice Chairman, and (when possible) one of the Committee members will also act as Welfare Officer. Tenure of office is AGM to AGM.
4. The club operates a policy for the welfare and care of children and vulnerable adults. The principal role of the Welfare Officer is to monitor the Welfare Policy and advise members on issues relating to this. In the absence of a Welfare Officer all Committee members must assume responsibility at the field when/if necessary.

Committee and Meetings

5. An Annual General Meeting (AGM) shall be convened every year to be held after the BMFA AGM but before year end for officer's reports and the election of officers. An annual statement of the accounts detailing the income and expenditure will be presented at the AGM. The club financial year shall run from 1st November to 31st October.
6. Whenever possible Committee members shall be elected democratically by the members at the club's AGM. Nominations for new Committee members must be lodged with the Secretary at least fifteen days before the AGM. Club members need to have at least one years' membership before they are allowed to stand as a candidate for a Committee post.
7. The Committee may delegate responsibilities to an individual member or a working party, however, the responsibility remains with the full Committee. Any person appointed by the Committee to fill a place or to fulfil a role for a specified period of time, can be co-opted at a Committee meeting. In an emergency the executive of the Committee may give some delegation of responsibility to a member but this must be ratified and endorsed by the full Committee at the next available meeting. Anyone can be invited to attend a Committee meeting by the Committee but they may only discuss or speak about a proposal, they will have no voting rights.
8. Meetings should be held as regularly as is needed and significant notice to both Committee and membership should be employed so as to invite motions, comments or suggestions. A motion, for inclusion into the next meeting's agenda, must be received by the Secretary seven days before the agenda is to be circulated or fourteen days before the meeting. A motion, once included into the agenda, may only be withdrawn with the agreement of the whole of the Committee present at the meeting. Motions at all meetings must be proposed and seconded before any discussion can take place. Amendments to motions must also be proposed and seconded and are to be discussed first, if the amendment fails to be adopted the original motion is then taken for discussion.
9. Decisions at a meeting shall only be taken when a quorum of Committee members are present. A quorum shall consist of four and two of these shall be officers.
10. All meeting discussions will follow the normal rules of debate and will have no set time limits unless decided upon at the time. Discussions can be adjourned to another set time if agreed by the majority present. Decisions shall be arrived at by consensus but where a vote proves necessary and there are an equal number for and against, the Chair has a second or casting vote.
11. Minutes must be taken at Committee meetings and made available to members on request to the Secretary.
12. Any three members of the Committee may request a special meeting of the full Committee body and it is the duty of the Secretary to convene such a meeting.
13. The Committee may call an Extraordinary General Meeting (EGM) at any time deemed necessary. An EGM may also be called if the Secretary receives a written request stating the motion(s) proposed and is signed by at least five club members. Fourteen clear days notice must be given to convene special meetings or an EGM.

14. In an emergency, or where urgency is needed, in that the interests of the club could be jeopardised by delay, the chair, or if not, the Vice-Chair, may act in the interests of the Committee and club.

Other Committee functions

15. A bank account is operated requiring all payments to be verified by a minimum two signatories from the Committee either online or written.

16. Permitted flying times are as agreed by the Committee and ratified at the AGM or EGM.

A fee is paid to the Belper Amateurs Cricket Club for the use of the ground as agreed between the Cricket Club and AMFC Committee.

17. The Committee shall limit the number of members if this is considered necessary. The Committee should receive all proposals for membership, and taking note of club aspirations, accept, reject or place such proposals on a waiting list. The character and attitudes of prospective members should be compatible with existing members. There should be no discrimination on the grounds of religion, race, gender, age, sexuality and disability. If it is felt a disability cannot be accommodated advice should be sought from the BMFA.

18. Subscription fees will be proposed by the Committee and presented for ratification at the AGM. Subscription levels are set to ensure adequate funds.

19. Reduced subscriptions for new members joining after 1st June may be applied at the discretion of the Treasurer and Secretary.

Members

20. All club and Committee members must be fully paid up members of the BMFA.

21. A member not paying their subscription by the 1st February will be deemed to have left the club and where appropriate their place may be offered to the next person on the waiting list. Should the lapsed member later be allowed to rejoin after this, they may be required to pay the recognised joining fee again and/or the full 12 months subscription at the discretion of the Committee.

22. All members must comply with all club rules. The Committee can suspend or dismiss the member on the grounds of inappropriate conduct, non-payment of fees, or any other grounds deemed sufficiently serious. The affected member must be advised by a verbal and/or written warning by an authorised Committee member. A suspended or dismissed member has the right of appeal to put his/her case before a special meeting of the Committee who will decide on an appropriate action. In the event of dismissal the current year club membership is reimbursed in full.

23. The Club must observe the right to a member's privacy by adhering to the AMFC Privacy Policy as required by the General Data Protection Regulations.

Insurance and Indemnity

24. The club shall hold both Civil and Employers Liability Insurance, provided through affiliation to the BMFA.

25. The club will indemnify all Committee officers and members if they incur any liability on behalf of the club, as supported by the BMFA and restricted to the sum recovered from the BMFA insurance and that available from Club reserves. Then in the event of a Committee member being awarded damages or costs in the course of proceedings taken by him/her in their representative capacity, such damages belong to the club and not the Committee member personally and must be paid upon receipt to the club Treasurer.

Dissolution of the Club

26. Should it be necessary to dissolve the Club an EGM is called. If a quorum is not achieved the meeting will be adjourned and a further EGM called within 14 days. The second meeting will proceed even if a quorum is not present and the motion carried by a simple majority vote.

27. On dissolution, after the sale of assets, settlements of all outstanding debts and refund of subscriptions for the remaining part of the year to the paid up members, the funds remaining will be donated to an organisation which will benefit model aircraft flying. Any such organisation is to be selected at the discretion of the Committee. If the final accounts are less than required to refund the subscriptions to the members then the total remaining money remaining will be donated to the organisation nominated as above.

In the event of any item not covered by the above or in case of dispute, reference to the BMFA and their example Constitution should be made.