



Sedgemoor Radio Control Flying Club

Westonzoyland Airfield, Nr Bridgwater, Somerset. UK.



CLUB CONSTITUTION

GENERAL

1. The club shall be called “**Sedgemoor Radio Control Flying Club**” and will be affiliated to the British Model Flying Association. It is a private members club.
2. The clubs principal aim shall be the promotion of safe and responsible radio control model aircraft flying, and to provide flying facilities for members.
3. Alterations to this constitution, the flying codes of practice & any other club policy documents may be amended by the Committee, or at an Annual General Meeting (AGM) or at an Extraordinary General meeting (EGM), but not at an ordinary members’ meeting.

MEMBERS

4. A “member” means any class of membership.
5. The membership shall be open to radio-controlled aircraft modellers who live in the vicinity as a priority, who agree to familiarise themselves with, and abide by the Club's Constitution, Flying Codes of Practice and other club policies. At the discretion of the Committee, an upper limit on numbers may have to be imposed, in which case a waiting list will be established. In addition, the Committee may restrict the type of aircraft, size, power output and maximum weight that can be flown at our site.
6. The Committee has the right to refuse membership to new applicants, however the reason cannot be due to, race, gender, sexuality, disability etc. Any refusal will be recorded. Applicants will be required to complete an application form. Any deliberate input of false information will result in the application being voided and any membership revoked.
7. Due to noise complaint issues in the past and to protect the future use of the site the total number of members who declare the intention to fly jets at the site on the membership application form will be limited to a maximum 20% of the preceding years total membership. Note: truthful declaration is a requirement of membership as set out in article 6.
8. 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.
9. New members’ subscriptions shall be dependent on membership class, plus any joining fee as decided at the Annual General Meeting.
10. The annual subscription rate(s) shall be recommended by the Treasurer and agreed by the Committee prior to the AGM each year, in accordance with the general principle that membership subscriptions must meet the cost of running the Club.
11. A reduced fee will be available for Junior members (under 18 or still in full-time education).
12. 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 permitted to fly until they have done so. BMFA membership must be in place before flying.
13. Members who have allowed their membership to lapse for less than 31 days will not normally be asked to re-apply for membership or pay the joining fee, but will be required to pay a full 12 months subscription. Reduced subscriptions for new members will apply from August when they will be halved. The Committee reserves the right to ask for a formal membership application if it so wishes.
14. Members who have not renewed their membership or payment not made by January 31st for that year will be deemed to have left the club and a renewal after this period will be treated as a new membership application.



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15. All members must be members of the British Model Flying Association and must be able to provide evidence of such on request. The only exception to this is for those members who play no active part in the club whatsoever; i.e., social members only. The club subscription does not now include the BMFA fee. Members must ensure they renew/join the BMFA each year, which should be paid directly to the BMFA. Members will also need to pay the annual CAA registration fee themselves
16. A member may be made a life honorary member for extensive services to the club. The award of a Life Honorary Membership should be ratified by a majority vote of members at an AGM or SGM.
17. All members, without exception, must comply with all club rules. Failure to do so may result in action by the Club in accordance with the disciplinary procedures which may lead to having membership revoked.
18. Members may NOT invite guest fliers to the site. Failure to do so may result in action by the Club in accordance with the disciplinary procedures which may lead to having membership revoked.

RULES, DISCIPLINE AND SAFETY

19. All field safety rules and Codes of Practice will be reviewed annually, excepting where urgent action is required.
20. 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 club Secretary so that the matter can be addressed at the next Committee meeting.
21. Where an allegation of misconduct is made against a member, the member may be suspended from all club activities in accordance with the disciplinary procedures while an investigation is carried out.
22. The Committee may impose a suspension from club activities including attendance at the club flying site upon any member in the event of misconduct. Any suspension will be in accordance with the disciplinary procedures.
23. The Committee may consider removal of membership where conduct on the field or elsewhere is considered to be prejudicial to the club. Disciplinary Procedures are set out in a separate document, which members should familiarise themselves with.

FLYING

24. All members are responsible for the safe operation of their aircraft, and must abide by the law.
25. Appointment to the position of Instructor or Examiner can only be made by a Committee decision.
26. All flying members must attain the minimum standards of flying required under the club name training scheme before receiving the BMFA 'A' Certificate and before being permitted to fly indirectly supervised.
27. Any member whose flying standards drop below the minimum requirement solo standard will be required to re-join the training scheme until the desired standards of flying are met.



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COMMITTEE STRUCTURE AND APPOINTMENTS

28. The Committee of the Club shall comprise of not less than 5 members.
29. The Officers of the Committee shall be: Chairman, Vice Chairman, Secretary, Treasurer and Safety Officer. Each shall hold office for one year and be entitled to stand for re-election at the AGM.
30. The Committee shall manage all Club affairs. They shall have powers to authorise expenditure on behalf of the Club and execute all matters as they see fit.
31. The Committee will meet as required, at times decided by the Chairman and club Secretary.
32. Chairman: The Chairman's duties shall be to conduct and control all Club meetings, to advise officers and members on all Club affairs, and to have a casting vote.
33. Vice Chairman: In the Chairman's absence, he will carry out all of the Chairman's duties.
34. Club Secretary: Duties shall include: -
 - Dealing with all Club correspondence as directed by the Committee.
 - Ensuring Club activities proceed as intended, and in accordance with the Club Rules and Constitution, bringing any irregularities to the attention of the Chairman.
 - Convene and submit a report to the AGM, and arrange any SGM.
 - Record the minutes of all meetings and submit these to each meeting of a similar type.
 - Administer club membership applications, renewals and membership records and systems. Be the Club contact for BMFA membership.
 - Discharge any other duties delegated to him by the Committee.
35. Treasurer: Duties shall include: -
 - Being responsible for all receipts and payments involving Club funds.
 - Keep accurate records of all receipts and payments, supported by necessary vouchers.
 - Prepare and present an annual statement of accounts and balance sheet for approval at each AGM.
 - Make a report of the Club funds at each meeting.
 - Bank all receipts and have custody of the bank books and accounts.
 - Discharge any other duties delegated to him by the Committee.
36. Safety Officer: Shall be responsible for safety aspects at all Club flying activities. Also, to discharge any other duties delegated to him by the Committee.
37. Any Committee member or member who is involved in any organisational position within the Club, must hold membership of the British Model Flying Association.
38. Committee members shall be elected at the Annual General Meeting from written nominations received no later than 28 days prior to the meeting, to serve for a period of one year and be entitled to stand for re-election. The Committee will be elected by majority vote from members present. All fully paid-up members and life honorary members are eligible to vote.
39. Should a Committee position become vacant, the Committee may, by a majority vote, have the power to co-opt others on to the Committee during the year as deemed necessary, either to fill a vacancy that may occur or as considered appropriate for the benefit of the Club. Vacancies may be first offered to any unsuccessful nominee at the previous AGM.



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COMMITTEE ORGANISATION AND POWERS

40. 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 in addition to his initial standing vote.
41. The Committee are authorised to carry out negotiations, make operational payments and make decisions in the interest of the club or on behalf of the membership where necessary without consulting the members. The Committee & Treasurer may pay accounts and incur any normal liabilities on behalf of the club. Approval from the membership must be sought for capital expenditure.
42. The Club 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.
43. The club may re-imburse any member for operational expenses incurred. Receipts should be kept by the Treasurer.
44. No member of the Committee or Officer of the club may be a Committee Member or Officer of another model flying club.
45. Any Committee Member or Officer wishing to resign must do so in writing.
46. Any member of the Committee who is absent from three consecutive Committee meetings without reasonable cause will automatically forfeit his seat on the Committee.

VOTING AND CONDUCT OF COMMITTEE MEETINGS

47. The Committee will meet as required, at times decided by the Chairman and General Secretary. All Committee meetings will be agenda'd and minuted. Minutes of Committee meetings will be made available to members on request to the club secretary.
48. A quorum of any Committee meeting shall consist of a majority of Committee Members.
49. All proposals must be seconded and voted upon. A majority vote of those present is required to carry any proposal.
50. Voting will normally be by a show of hands; however, a secret ballot must be taken should any Committee member request that this be done. Proxy and postal votes will not be permitted.
51. An audio recording of Committee meetings may be taken by the secretary only, for the sole purpose of producing accurate minutes. The audio recording must be deleted once the written minutes are approved.
52. 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.

VOTING AND CONDUCT OF GENERAL MEETINGS

53. All general meetings will be agenda'd and minuted. Any other business from members will only be accepted at general meetings if the club Secretary is given at least 28 days' notice in writing of the item to be discussed. An agenda copy will be sent to every member at least 14 days in advance of the meeting.
54. All proposals must be seconded and voted upon. A majority vote of those present is required to carry any proposal.
55. 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 permitted.
56. Amendments to proposals must be voted upon first.



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57. An audio recording of general meetings may be taken by the secretary only, for the sole purpose of producing accurate minutes. The audio recording must be deleted once the written minutes are approved.
58. Non club members may attend Club meetings as observers as invited guests of a club by applying to the Secretary at least 14 days before the meeting. Guests will not have any voting rights. Any non-Club member may be asked to leave the meeting subject to approval from the Committee.
59. 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.

ANNUAL GENERAL MEETINGS

60. A date for the Annual General Meeting will be decided each year by the Committee, normally the first week of December. At least 14 days' notice of the meeting will be sent to all Club members. The business of an AGM shall be to:
 - a. Hear and approve the minutes of the previous AGM, and to discuss any matters arising.
 - b. Hear, discuss and approve reports from the Club Officers.
 - c. Elect the Committee for the following year.
 - d. Approve membership subscription rates as recommended by the Treasurer.
 - e. Discuss any other business.
61. Annual subscriptions and the joining fee will be decided at the Annual General Meeting.
62. A competent individual (non-Committee member) shall be elected by the Committee to carry out an independent examination of 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.
63. The Annual General Meeting and any EGM may be postponed indefinitely in the case of extraordinary events beyond the control of the club. (e.g., pandemic lockdowns). In such an event, the committee members may remain in post to continue essential club management until such time that a general meeting can be held.

EXTRAORDINARY GENERAL MEETINGS

64. The club Secretary shall convene an Extraordinary General Meeting within 28 days from a resolution of the Committee stating the business to be brought before the meeting, of which 14 days' notice has been given to all members in writing stating the business to be discussed.
65. The club Secretary shall convene an EGM of the club on receipt of a request in writing signed by not less than 15 members of the club, stating the business to be brought before the meeting. The meeting must be called within 28 days of request and 14 days' notice must be given to all members in writing stating the business to be discussed.
66. An EGM may be postponed indefinitely in an event as stated in Article 63.

INSURANCE AND INDEMNITY

67. The club will hold both Civil and Employers Liability Insurance, provided through affiliation to the BMFA.
68. The club will indemnify all Committee officers and Committee members if they incur any liability on behalf of the club.



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69. 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.
70. When there is a joint meeting between the club name and another club, the participating club must be able to provide evidence of adequate insurance cover well in advance of the event.
71. Members must report any accidents or claims to a club Officer within 24 hours. Members will be liable for any insurance claim excess charge.

DISCLAIMER

72. The Club or its Officers will not be liable for any damage or injury caused to or suffered by any member, visitor or guest, or to the property of such persons, howsoever caused or suffered, whether by default or any action of any member or employee of the Club, accidentally or otherwise. It is a condition of membership that all members accept this disclaimer and will not hold the Club, its Committee or Officers liable for any loss, damage or injury whatsoever.

DISSOLUTION OF THE CLUB

73. Should it be considered necessary or desirable to dissolve the Club, the Committee will call an SGM. Should a quorum fail to appear, the meeting will be adjourned and a further SGM must be called within 28 days. The second meeting will proceed even if a quorum is not present and the motion will then be carried by a simple majority vote.
74. On dissolution and after the sale of assets, settlement of all outstanding debts and the refund of subscriptions for the remaining part of the year to the paid-up members; the funds remaining will be distributed in equal shares to the Club's charities.
75. If the final accounts are less than required to refund the subscriptions to the members, the total money remaining may be donated to the Club's nominated charity. All members will receive a final statement of accounts.

OTHERS MATTERS

76. The club shall hold a bank current account for normal club transactions. A savings account, called "The Development Fund" will also be held into which proceeds from previous events has been deposited. Monies in this fund may only be used for expenses in relation to development of an alternative flying site should our existing flying site be lost, or for other significant investment that is for the benefit of the club as a whole.