

Avon Hang Gliding and Paragliding Club

# **CONSTITUTION AND RULES**

Issue 5, 12 April 2013

**Revision History**

<b>Issue number</b>	<b>Description of change</b>	<b>Date</b>
1 Draft A	First draft of issue 1.	12 September 2009
1 Draft B	Revised draft following review by the committee.	19 September 2009
1	Issued following proof reading.	23 September 2009
2	Correction of a typographical error.	30 September 2009
3	Correction of typographical errors.	6 October 2009
4	Wording of section 6 altered following a resolution carried at the 2010 AGM.	22 October 2010
5	Revised following EGM of 11/4/2013. Committee members now take up posts immediately following the AGM rather than waiting until January 1 <sup>st</sup> following, with a suggested 'help' period of 1 month following the AGM	12 April 2013

## **1. TITLE**

The title of the club is “Avon Hang Gliding and Paragliding Club” (hereinafter called The Club).

## **2. OBJECTS**

The Objects of The Club shall be to promote the sports of hang gliding and paragliding in the Avon area.

## **3. THE CLUB YEAR**

The Membership Year shall run from 1 April to 31 March.

The Financial Year shall run from 1 October to 30 September.

## **4. MEMBERSHIP**

The Club shall consist of Members who shall be bound by the Constitution and Rules of The Club.

Applications for membership shall be subject to the approval of the Committee. Applications for renewal of membership shall also be subject to approval by the Committee. The Committee may refuse to admit any person as a Member without giving any reason for such refusal.

All memberships except life memberships shall expire at the end of the Membership Year.

The form and privileges of membership shall be at the sole discretion of the Committee, who may from time to time divide the membership into different classes and attach special designation, restrictions or privileges to each class.

Only paid up full Members and life Members shall be entitled to vote. Such Members shall be known as Voting Members.

No person under the age of eighteen years shall be a Member of The Club unless his/her parent or guardian shall have signed a consent certificate approving his/her application for membership and accepting all legal responsibility for the Member.

## **5. SUBSCRIPTIONS**

The subscription for each year shall be set by the Committee prior to the beginning of the Membership Year.

Payment of subscription by a Member shall be deemed to be acceptance of, acquiescence in and submission to the rules and regulations of The Club, to the penalties they exact and to any additions or alterations which may be made in them from time to time.

## **6. COMMITTEE**

The business of The Club shall be managed by a Committee consisting of not less than five Voting Members, in which number shall be included the undermentioned officers of The Club:

- Chairman
- Secretary
- Treasurer

Any Voting Member of The Club shall be eligible to stand for election to the Committee. No nomination shall be accepted without the nominee's prior consent.

## Avon Hang Gliding and Paragliding Club

Members of the Committee shall be elected at the Annual General Meeting. If, after the Annual General Meeting, any Committee post remains unfilled or any Committee post becomes vacant, an election for that post may be held at a General Meeting.

All committee members will take up their posts immediately. To prevent any problems involving the handover of duties, the retiring committee members should be prepared to aid incoming committee members for a period of one month after the AGM, to ensure a smooth transition.

Election to the Committee shall be by a majority of the Members present and voting at an Annual General Meeting or General Meeting.

The Committee may appoint sub-committees as may be desirable from time to time from the Members of The Club.

### **7. QUORUM**

The following quorums shall apply.

- General Meeting: six non-Committee Voting Members plus two Committee Members.
- Committee Meeting: four Committee Members.
- Annual General Meeting: 20 Voting Members or 15% of the Voting Members of The Club, whichever is fewer.
- Extraordinary General Meeting: 20 Voting Members or 15% of the Voting Members of The Club, whichever is fewer.

### **8. DUTIES AND RESPONSIBILITIES OF THE COMMITTEE**

The Committee shall hold and administer for the general benefit of all Members, all funds, property and equipment in the general ownership of The Club.

The Committee may arrange activities for The Club in accordance with the Objects and incur such liabilities as it may deem proper provided that the Committee may not without the prior approval of a General Meeting incur liabilities in excess of the assets.

The Committee may award to any Member such honorarium as it shall deem proper for necessary technical or professional services to The Club, which would otherwise have required the employment of an independent contractor, and may reimburse authorised out of pocket expenses incurred by any Member in the conduct of the affairs of The Club.

### **9. ACCOUNTS**

The Treasurer shall keep proper books of account, and the funds of The Club shall be under the control of the Committee.

Cheques must be signed by any two of the following: the Treasurer; the Chairman; or one other Committee Member as approved at a Committee Meeting.

Accounts shall be opened for inspection by any Member of The Club at any reasonable time.

### **10. MEETINGS**

General Meetings may be held from time to time to further the Objects of The Club, and shall be convened by the Committee.

Committee Meetings shall be convened by the Chairman, or in his absence by two other Committee Members, stating the object for which the Meeting is convened.

An Extraordinary General Meeting may be called by a minimum of ten Voting Members or four Committee Members, and a minimum of ten days notice shall be given by the Committee.

An Annual General Meeting shall be held in October each year, or as soon afterwards as is practicable, but not later than 30 November. The Annual General Meeting shall:

- Receive and adopt the Annual Report and Financial Statement for the previous year.
- Elect the Committee.
- Deal with any appropriate business.

The Chairman shall take the chair at all Committee Meetings and General Meetings. In his/her absence those present shall appoint a chairman for the Meeting.

In the event of an equality of voting at any Meeting, the chairman shall be entitled to a second casting vote.

The Chairman shall ensure that the Minutes of the proceedings of each Meeting are recorded.

## **11. DISSOLUTION**

The Club may be dissolved by a resolution passed by a majority of not less than three quarters of the Members present and voting at an Annual General Meeting or at an Extraordinary General Meeting called for the purpose.

If upon the dissolution of The Club there remains after satisfaction of all its debts and liabilities any money or other property whatsoever, then a majority of not less than three quarters of the Members present and voting at the Annual General Meeting or Extraordinary General Meeting at which a resolution has been passed to dissolve The Club may resolve either that the same shall be paid, applied or distributed among the Members or shall be applied by the Treasurer, Trustees or other persons appointed by that Meeting for that purpose to the furtherance of such Objects similar to those of The Club.

## **12. ALTERATIONS TO THE CONSTITUTION**

The Constitution may not be altered except on a resolution passed by a majority of not less than two-thirds of the Members present and voting at an Annual General Meeting or Extraordinary General Meeting.

Members shall be notified of any resolution for the alteration of the Constitution not less than 21 days prior to the Annual General Meeting or Extraordinary General Meeting.

## **13. NOTICES**

Notices shall be posted by means of the internet.

The accidental omission to give notice of a Meeting to or the non-receipt of the notice of a Meeting by any Member shall not invalidate any proceedings or resolutions at any Meeting of The Club or Committee.

## **14. RULES TO BE DELIVERED AND DEEMED BINDING**

A copy of this constitution and rules shall be made available to the Members of The Club by means of the internet. No Member shall be absolved from the effect of this constitution and rules by ignorance of their contents.

## **15. DUTIES AND RESPONSIBILITIES OF MEMBERS**

Any Member who engages in hang gliding or paragliding at any time during the Membership Year shall maintain membership of the BHPA as a flying member during the entirety of that Membership Year.

All Members of The Club undertake activities of The Club entirely at their own risk. Neither The Club nor any of its Officers are liable for damages or injury resulting from the actions of any Member.

All Members shall make themselves acquainted with the rules and regulations and all alterations additions and amendments thereto, and all notices that may be promulgated by the Committee. All Members shall also be responsible for ensuring that any visitors introduced by them are also acquainted with and comply with the rules, regulations and notices.

Members shall uphold the good name of The Club, maintain good relations with site owners, landowners, and the public, and shall respect the environment in which they undertake their flying activities.

Any Member whose manner or behaviour is deemed to be unseemly, offensive or calculated to bring The Club into disrepute may be referred to the Committee and may have the privilege of membership suspended or withdrawn (without recompense) at the Committee's discretion.

The settlement of any questions or queries or disputes shall rest entirely with the Committee whose decision shall be final.

## **16. PROPERTY**

Any property belonging to The Club may be invested in the names of not more than four nor less than two Trustees who may be appointed or removed from time to time by the Committee. Such property may also be invested in the name of a Limited Company established by and under the control of The Club for trust purposes. The Committee may from time to time direct the Trustees to sell vary and transfer investments and property. Trustees so appointed shall be indemnified by The Club from and against any liability costs expenses and payments whatsoever which may be properly incurred or made by them in relation to the trusts of the property and investments of The Club or any proceedings relating thereto.