

5. General.

- 5(a) An annual general meeting of the club shall be held every year and there shall elapse not more than fifteen calendar months between annual general meetings.
- 5(b) Admission to and voting at all annual general meetings, extraordinary general meetings and other special general meetings shall be upon production of a valid club membership card. Every member shall be entitled to be present and every member, with the exception of junior members, shall be entitled to vote on all proposals and nominations. In the case of equality of voting at any meeting the chairman, or a club member elected to the chair for the meeting in advance of the commencement of proceedings, shall have a second or casting vote.
- 5(c) Club members must be given at least 28 days' notice in writing, transmitted by hand, by post or electronically, of the date and time of the annual general meeting or of any extraordinary general meeting or of any other special general meeting. Such written notice shall also invite the submission of written proposals for consideration at the meeting and nominations for vacant posts.
- 5(d) Proposals and nominations made under rule 5(c) must be delivered to the secretary in writing by hand, by post or electronically, not less than fourteen days prior to the date of the meeting. Only in exceptional circumstances, to be decided by the committee, will the committee distribute proposals and nominations to the members prior to any meeting.
- 5(e) Accidental omission to send any notice of any annual general meeting, extraordinary general meeting or other special general meeting or the non-receipt of any such notice shall not invalidate the proceedings of that meeting.
- 5(f) The committee may call an extraordinary general meeting or a special general meeting or any other general meeting at any time by giving notice to members as required by rule 5(c) and will also do so when a request is made in writing to the secretary by no less than 60% of club members for such a meeting.

5. General (continued).

- 5(g) The committee may from time to time make, vary and revoke rules but will notify members in writing of any changes in accordance with the timescale set out in section 5(c) in advance of any annual general meeting or extraordinary general meeting or other general meeting of the club at which any changes will be put to the membership for ratification.
- 5(h) Rules may be made, varied and revoked by a majority of not less than two thirds of those members present and entitled to vote at any annual general meeting, extraordinary general meeting or other general meeting of which notice has been given in accordance with rule 5(c) and with which notice members are informed of the intention to consider rule-changes at the meeting and given full details thereof.
- 5(i) Members are asked keep the treasurer/membership secretary informed of their current postal and e-mail addresses and telephone number(s).
- 5(j) Neither the club nor any official thereof shall be liable to any member or any guest for any loss of or damage to any property occurring from whatever cause in or about any club meeting-place nor for any injury sustained by any member or any guest at or entering or leaving any club meeting-place.
- 5(k) Membership cards should be worn visibly at all club events including those taking place at the club waters.
- 5(l) Any equipment, including keys and membership cards, issued to members remains the property of the club.
- 5(m) All members attending any event and/or meeting will be responsible for clearing their own rubbish.
- 5(n) All indoor club meetings will be **non-smoking**.
- 5(o) Members attending indoor meetings should ensure that their name has been taken on arrival for the attendance/evacuation list. Members should ensure that the names of guests are also noted. In the absence of a teller an attendance sheet will be provided upon which members should themselves note their name and those of any guests.

6. Conduct of members.

- 6(a) The committee may suspend the membership of any member whose conduct, whether on club premises or elsewhere, is or has been, in the opinion of the committee, contrary to the interests of the club or injurious to its reputation.
- 6(b) Immediately upon the suspension of a member the secretary shall:
 - (1) Call a special general meeting of the club on a date not later than 31 days following the suspension, and
 - (2) Give notice of that meeting to the suspended member at the address last notified to the membership secretary, informing the suspended member of the right to be present at the meeting.
- 6(c) At any such meeting a member of the committee shall relate to the meeting any allegations against the suspended member, in the presence of that suspended member, if attending. The suspended member shall have the right to address the meeting in reply. A reasonable adjournment should be offered by the chairman of the meeting to enable the suspended member to prepare a response. The decision of the club at the said meeting or at any adjourned meeting either to reinstate or to terminate the membership of the suspended member shall be taken by vote, and shall be final.
- 6(d) Any member whose membership is terminated shall return immediately to the club all items of club property held, including the membership card, as defined by rule 5(l), and shall not be entitled to any refund of subscription paid.

4. The Committee (continued).

- 4(h) The club secretary shall keep accurate records of committee meetings, the annual general meeting, extraordinary general meetings and any other special general meeting of the club. The secretary shall also arrange the club's third-party insurance cover and shall deal promptly with correspondence, referring to members of the committee here appropriate.
- 4(i) The chairman, secretary and treasurer/membership secretary shall each be elected by the members of the club at the annual general meeting for a period of three years to maintain continuity.

Other committee members shall be elected by members of the club at the annual general meeting to serve for a period of two years but shall be eligible thereafter to stand for re-election for further periods of two years.

4. The Committee.

4(a) The management committee shall consist of six members, as listed below.

Chairman
Secretary
Treasurer/Membership Secretary
Webmaster
Committee member
Committee member

A quorum of three of these committee members shall be required to convene a meeting of the committee.

4(b) One junior member may also be elected to the committee and will have voting rights at committee meetings.

4(c) The committee shall appoint two auditors annually.

4(d) At any meeting of the committee the club chairman shall have a casting vote. If at any committee meeting the chairman is absent the secretary shall take the chair and shall have a casting vote.

4(e) The committee shall manage the club in accordance with these rules. In matters not covered by these rules the committee shall decide and report its decision at the next general meeting.

4(f) The committee shall raise funds by subscription, and by other means if required and agreed by the committee or by club members at an annual general meeting, an extraordinary general meeting or a general meeting of the club.

4(g) The treasurer shall keep such proper records as will enable an accurate report and statement of the club's finances to be presented to the annual general meeting of the club or, with reasonable notice, at any other time to the committee.

7. Dissolution of the club.

7(a) If for whatever reason the committee and/or the membership believe that the club is no longer viable and/or should cease to exist a meeting shall be called in accordance with rule 5(f) to discuss the club's future. Any motion to dissolve the club must be passed by a majority of at least two thirds of those members present at the meeting and entitled to vote.

7(b) If a motion to dissolve the club is carried the committee shall take immediate steps to convert into money all property owned by the club and, from club funds including the proceeds of that conversion, to discharge all of the club's debts and liabilities.

7(c) Any balance of money remaining after discharging the club's debts and liabilities shall be donated to a registered charity or registered charities as chosen by the committee.

7(d) In the event of the club's dissolution existing members and those ex- members who left the club within one year of the dissolution will each be liable to contribute, if necessary, a sum not exceeding one year's subscription at the rate current at the time of dissolution towards the discharging of the club's liabilities.

8. Policy statement on child protection.

8(a) The child's welfare is paramount

8(b) All children, regardless of age, culture, disability, sex, language, racial origin, religious belief and/or sexual orientation, have the right to protection from abuse.

8(c) All suspicions and/or allegations of inappropriate behaviour will be taken seriously and addressed swiftly and appropriately. The committee must be made aware immediately of any such suspicions and/or allegations.

8(d) As defined in the Children's Act 1989, anyone under the age of 18 years should be considered as a child for the purposes of this document.

8(e) The committee will review this policy and statement periodically.

9. Marine rules.**M1 Models not to be used at club waters.**

- M1(a) Models powered by internal combustion engines.
- M1(b) Fast electrics, both racing boats and scale models.
- M1(c) Flash steam propelled models

M2 Conduct.

- M2(a) Members must always operate models in a safe manner and with due regard to others using the water, including wild life and anglers.
- M2(b) Members must not distract other modellers on the water, especially during competitions.
- M2(c) Each member should endeavour to maintain a clear view of their model on the water.
- M2(d) Members must take their rubbish home with them.

M3 Safety.

- M3(a) Children and junior members must be accompanied by a parent or guardian when attending club waters.
- M3(b) Members must not sail on club waters whilst alone. To ensure personal safety there must be no fewer than two members at the water-side for sailing to take place.
- M3(c) Members must not leave unattended such items as fuel-canisters, sharp edged or pointed tools, hot soldering irons or anything else which could cause injury.
- M3(d) Steam-powered models steaming up and in steam must be located in a reserved area at the end of the Silvermere island most distant from the restaurant. Operators of steam-boats must have ready access to a fire-extinguisher. Further rules governing the operation of steam-powered models are set out in section M4

3. Membership (continued).

- 3(f) **Honorary Members** may be appointed by the committee. In addition, a full member of at least three years' standing who is not related to the person recommended may put forward a candidate for honorary membership for consideration by the committee, which candidate must be the spouse of a full member and must have performed voluntarily and for an extended period some service which has genuinely benefited the whole club.

Honorary members have no voting rights but their views on club matters, if made known or solicited, may be used to inform the committee's decisions.

- 3(g) All members will pay to the club the annual subscription appropriate to their class of membership. The committee has the discretion to set and levy a reduced subscription in respect of any new member joining after the start of the membership year to cover the period from the time of joining to the end of the membership year.
- 3(h) The committee will, from time to time and at least annually, review and set the level of annual subscription payable by each class of membership.
- 3(i) The membership year begins on 1 February each year. Annual subscriptions are to be paid in full by that date. Those whose subscriptions remain unpaid on the second Monday in February will be deemed to have terminated their membership. The committee may, however, exercise discretion and keep open the membership of any member whose subscription, for whatever exceptional or compassionate reason the committee considers valid, remains unpaid after 1 February.
- 3(j) The membership list and its entire contents are for the use of the club only and must not be disclosed to any third party.

3. Membership.

- 3(a) Candidates for membership (other than founder members) must be proposed by one member of the club and seconded by a member of the committee, both the proposer and seconder being ordinary members and vouching for the candidate's fitness for membership. Election to membership shall be by the committee. No reason shall be given to any candidate in the event of rejection. Membership is subject to annual renewal upon payment of the fee determined from time to time by the committee. Membership shall include the member's spouse, and children up to the age of ten years, but a member's spouse has no voting rights unless admitted separately as an associate member.
- 3(b) Associate members may be admitted at the discretion of the committee and are liable to pay an annual subscription at the rate determined from time to time by the committee. Associate members may vote at the Annual General Meeting. An associate member who is also the spouse of a full member may sail at club locations as often as is desired. An associate member who is not the spouse of a full member may sail at club locations on only three occasions during the membership year.
- 3(c) Renewal of membership is at the discretion of the committee. Any member who is refused renewal will have the right of appeal to the committee and, if requested, to a general meeting of the club in accordance with rule 6c, the decision of which meeting will be final.
- 3(d) **Life Members** may be elected only by a club general meeting. Life members are not liable to pay any subscriptions but will be entitled to all club privileges.
- 3(e) **Junior Members** (aged from 10 to 18 years) may be elected in their own right by the committee. Junior members shall be entitled to all club privileges other than voting at annual, extraordinary and other general meetings

Any application for junior membership must be signed by the parent or guardian of the applicant, showing their consent to the applicant becoming a junior member of the club. On attaining the age of 18 years junior members shall be eligible for and shall be admitted to full membership provided they have been of good behaviour during their junior membership.

Junior members must be accompanied by a parent or guardian when attending the club water.

M4 Steam-powered model boats.

- M4(a) A register of steam-powered models belonging to and/or operated by PMMC members will be held by the Secretary.
- M4(b) The rules below shall apply to all models in steam at any event or informal meeting arranged by PMMC and to all steam models owned or operated by PMMC members and sailed or steamed at other regattas or informally.
- M4(c) The rules are designed to ensure that PMMC members comply with the terms of the club's third-party insurance policy and hence are covered by the policy. Members should note that the club's policy does not cover damage to or loss of models.
- M4(d) Any steam-powered model with a commercially-manufactured boiler tested by the manufacturer and with an energy-capacity of not more than 3 bar-litres is exempt from maintaining a boiler test-certificate for insurance purposes.
- M4(e) Any steam-powered model using a boiler with an energy-capacity of more than 3 bar-litres and any home-produced boiler must be certificated as having passed an initial hydraulic test at twice its working pressure. Boilers with a capacity of more than 3 bar-litres must pass a further test at 1.5 times working pressure within four years of the initial test and every four years thereafter.
- M4(f) For models fired by gas, commercially-produced refillable gas-containers, tested at the time of manufacture and of not more than 250ml volume, do not need further testing in order to be covered by the club's insurance policy. Commercially-produced non-refillable gas cartridges, such as those used for camping stoves, are covered by the policy regardless of their volume.
- M4(g) Boiler test-certificates are to be produced on request. Certificates must contain the name of the organisation responsible for testing. In addition to commercial boiler manufacturers competent authorities may include those affiliated to the Southern Federation of Model Engineering Societies, the Midland Federation of Model Engineering Societies, the Northern Federation of Model Engineering Societies and the Model Power Boat Association.
- M4(h) The Secretary is able to give advice to members on the calculation of boiler energy capacities if required.

M5 Radio-control frequencies and equipment.

M5(a) Members must use only such frequency-bands, frequencies and equipment as are and may be approved from time to time by HM Government and/or its agencies for the remote control and telemetry of surface models.

M5(b) Users of equipment operating in the 27MHz and 40MHz frequency-bands must

- (1) Fly from their transmitter-aerial a pennant displaying clearly the radio-frequency in use.
- (2) Use the peg-board to ensure that their transmitter-frequency is not already in use before switching on their transmitter.
- (3) Supply, if necessary, a peg for use on the peg-board, clearly marked with their name and radio-frequency.
- (4) Fit a guard (e. g. a plastic practice golf-ball) to the end of their transmitter aerial to prevent injury to others.

M5(c) Users of frequency-agile radio equipment (e.g. in the 2.4GHz band) are exempt from complying with the requirements of rules M5(b) (1), (2) and (3).

M5(d) Users of radio-transmitters fitted with stub aerials are exempt from complying with the requirements of rule M5(b)(4).

M6 Officer of the Day

An Officer of the Day is to be appointed when the water is being used for events or general use and will adjudicate on all aspects of conduct and safety both on and off the water.

1. **Name**

The name of the club shall be **Phoenix Marine Model Club** (hereinafter referred to as "the Club")

2. **The objectives of the club shall be:**

- 2(a) To elect a Management Committee (hereinafter referred to as "The Committee").
- 2(b) To promote and encourage the building of model boats and the sailing of model boats, subject to the sailing restrictions set out elsewhere in these rules.
- 2(c) To hold competitions, for which trophies may be presented.
- 2(d) To provide third-party insurance.
- 2(e) To encourage and assist young people in all aspects model boat building and sailing.
- 2(f) To encourage and assist disabled people in all aspects model boat building and sailing.
- 2(g) To circulate to members from time to time such club, local and national information on modelling and associated matters as the committee view as appropriate.
- 2(h) To arrange events for members, including meetings, debates, demonstrations, presentations, excursions and social activities.
- 2(i) To obtain for the use of members 1) a water, and 2) suitable premises, as authorised by a general meeting of club members.
- 2(j) To purchase equipment for use of members. Expenditure of up to £100 may be authorised by the committee but expenditure of more than £100 requires the approval of the membership.
- 2(k) The club shall be a members club and shall consist of full, associate and junior members. Life members may also be elected by the membership and the committee may appoint honorary members.

INDEX

| | Page |
|-----------------------------------|-------------|
| Club Name | 3 |
| Objectives of the Club | 3 |
| Membership | 4 |
| The Committee | 6 |
| General | 8 |
| Membership Conduct | 10 |
| Dissolution of the Club | 11 |
| Policy on Child Protection | 11 |
| Marine Rules | 12 |
| Trophies | 15 |
| Notes | 16 |

10. Annual trophies

The following annual trophies will be awarded:

- 10(a) To the winner of the "IOM" (1 Metre) class yachting competitions.
- 10(b) To the winner of the "Victoria" class yachting competition.
- 10(c) To the winner of the "Best Boat" competition.
The winner cannot receive the award for the same model in consecutive years.
- 10(d) The R. Y. Modellers' Trophy. (Rules as below).
To encourage the building or restoration of model boats including scale sailing models.
The entrant must not have previously won any award at a national or international model boating event.
Any member who wins the competition may enter in subsequent years but any model which has won the competition is not eligible to be entered again
Scratch-built models, models built from kits, restoration projects and models using both commercially available and scratch-built items are eligible
The presumption is to hold an annual competition for the trophy but if no suitable model is entered in any year the trophy need not be awarded.
- 10(e) The Patrick Barnard Cup. (Rules as below).
For the member who has contributed outstanding services to the Club. Three candidates will be nominated by the committee prior to the annual general meeting and members will vote for the winner at the AGM. Votes will be counted by two club-members (not members of the committee) and the winner will be announced at the AGM. No member may receive the award in consecutive years.
The president, chairman, secretary and treasurer/membership secretary are excluded from this award.

