

# THE CONSTITUTION

## Stafford Radio Controlled Model Car Club

### **The Club:**

The names of The Club are:

Stafford Radio Controlled Model Car Club

Stafford RCMCC

Stafford Model Car Club

Web: [staffordrcmcc.co.uk](http://staffordrcmcc.co.uk)

Facebook: [StaffordRadioControlModelCarClub](https://www.facebook.com/StaffordRadioControlModelCarClub)

From here on referred to as The Club, The Club website or The Club Facebook page

The Club, its name(s), website(s), internet domain name(s), Facebook presence, images, devices, symbols and logos are equally owned by the Committee, regardless of inception or creation, and may not be used singularly without the majority vote of the Committee.

The Club was started in 1980 in an upstairs room in Stychfields Hall through the enthusiasm of the late Dennis Robson and his son John. The Club soon outgrew those facilities and moved downstairs into the staff canteen. Some years later it was offered the use of the main hall and raced there for many years. A purpose built outdoor tarmac track was constructed around 1990 to the rear of the hall which is used mostly during the summer. Towards the end of 1995, Stychfields Hall was closed and The Club moved across the road into the social club at Alstom T&D Protection & Control (now GE Grid Solutions) where the new outdoor track completed in 2002, also resides.

### **PURPOSE:**

The Club shall, but not solely encourage the safe and responsible racing of radio controlled model vehicles and provide facilities and organisation to that end.

### **AFFILIATION:**

The Club shall be affiliated to the British Radio Car Association (BRCA). All members are required to belong to the BRCA either through this club, another club or as individual members. The Club as a whole and as individual members are covered by the BRCA insurance scheme, details of which are given in the current BCRA handbook. Any member having an accident, which may become the subject of an insurance claim, must notify the Committee as soon as possible.

### **MEMBERSHIP:**

A Member shall be a fully paid up person who hold full BRCA membership. Membership will commence on payment of membership fee. The membership year is from 1<sup>st</sup> January until midnight on December 31<sup>st</sup>. All members have the right to attend and vote at the AGM.

Renewals of subscriptions are due to be paid by 30th November. Subscriptions received after this date may incur a 'Late Re-joining Fee'. The membership categories are:

Senior Club Membership

Junior Club Membership

The Members at an AGM will also have the ability to bestow an Honorary Membership however this position will have no voting rights.

By becoming a member of The Club you are agreeing to abide by The Club rules (available on request).

No members, including Committee members will enter into any contract for and on behalf of The Club without the majority vote of the Committee.

No members, Committee or otherwise should directly benefit from his/her position within The Club. All roles are non-salaried. There is no entitlement to expenses in connection with any matters of The Club unless agreed by a minimum of 2 Committee members of which the Chairperson must be one.

Upon resignation or retirement, a member shall forfeit all rights and interest in the property and funds of The Club.

## **MEMBERSHIP: (Continued)**

The Committee shall offer membership to any persons as it sees fit. It may also remove the membership of any member for behaviour likely to bring The Club into disrepute in any environment. The removal of any membership will only be taken after an attempt at communication with the said member and majority vote of the Committee.

## **COMMITTEE:**

The Committee shall consist of the following as a minimum: - Chairperson, Secretary, Treasurer & safety officer. If required there can also be positions for Competition Secretary, Scrutineering Officer, PRO/IT Officer and Track Managers. From here on referred to as The Committee and/or Officers.

Details of the current Committee will be listed on The Club website and/or The Club Facebook Page.

The Committee will be responsible for the day to day running of The Club. Committee decisions will be made by majority vote. A Committee member may abstain from the vote in order to ensure a majority can be achieved.

The chairperson will be responsible for running the Committee and overseeing to running of The Club.

The Secretary shall be responsible for the safe keeping of all Club correspondence, records (including BRCA). All correspondence should be passed to the Secretary for action.

The secretary will retain the Employers Liability Certificate provided by the BRCA as an affiliated Club. This will be retained in safe storage (see BRCA regulations) in a readable format. Copies will be displayed at the clubs venues.

The Secretary shall also keep records in the form of 'Minutes of Meeting' and present these at every meeting.

The secretary will provide all new members with a copy of The Club Constitution, Club Rules & membership card.

The Treasurer shall keep an account of all the financial transactions of The Club. These accounts are to be available on request in writing by hand, post or email.

Committee meetings will be held as required. Committee meetings will have an agenda agreed in advance and minutes published afterwards for the Committee. Non Committee members may, on the invitation of the Committee, attend meetings and have access to extracts from the minutes, but will not be eligible to vote on matters discussed. A quorum of four Committee members, shall be present before any Club business is transacted. The committee can "opt in" a temporary committee member should an existing committee member resign prior to an AGM or EGM of to fill a long-term absence.

## **ANNUAL GENERAL MEETING (AGM):**

An AGM of The Club shall be held. The time and venue of this meeting will be determined and published by the Committee in advance. However this must be held within a 15 month period from the last AGM. All members shall be informed of the meeting a minimum of 30 days prior to the AGM. All proposals for discussion at the AGM or EGM must be proposed and seconded by voting members. All proposals must be given to the Secretary no later than 14 days before the meeting to allow for the creation of the agenda. Any proposals presented after that time can be discussed in AOB but may not be voted on. The agenda will be given to members prior to the meeting by hand, post or email.

All proposals shall be presented to members at an AGM or EGM.

Proposals may be amended before voting takes place with the agreement of the proposer. The amendment shall be seconded and prior to the AGM but must be approved by the Secretary.

The AGM agenda shall at a minimum consist of the following:

- 1/. The Chairpersons report: Including an overview of The Club since the last AGM.
- 2/. The Treasures report: Present the accounts. At a date near to the AGM two 'Non-Officer' members of The Club shall be required to audit The Club accounts. The audit shall be conducted with both members present. Members can view a copy by making a request in writing by hand, post or email by hand, post or email to the Treasurer.
- 3/. Secretary's report: Including minutes of the last AGM, details of membership numbers and any relevant correspondence.
- 5/. The Election of Officers: Officers will be elected by a vote.
- 6/. Setting membership for the following year
- 7/. Discussion and voting of any proposals, including changes to the Constitution or rules
- 8/. Any Other Business (AOB) will be discussed at this time of the AGM only.

## **ANNUAL GENERAL MEETING (AGM): (Continued)**

The Club Officers shall be elected at the AGM. They shall be elected to serve for a period of twelve months. All nominations for Committee shall be proposed and seconded by club members. Any Member of The Club Committee may also, if he or she so chooses, seek re-election to the same or any other post, however he or she would not have to be proposed or seconded (the nominee must be present at the AGM). Nominations for Officers can be handed to the secretary at any time up to the start of the election process, stating the position they wish to stand for. The current Club Officers will then stand down to allow a Club member chosen prior to the AGM to conduct the election of Officers for the coming year.

If any Committee member/officer decides to stand down from his/her role before the year finishes, the remaining Committee will decide to either hold the post vacant until the new Committee is elected, or elect a new Committee member for the remainder of the year.

## **EXTRAORDINARY GENERAL MEETING (EGM):**

If directed by the members, there may also be an emergency general meeting, EGM.

An EGM shall require a minimum of 30% of the members to apply in writing by hand, post or email to the Secretary and give The Club Officers 14 days' notice to organise an EGM. The Secretary shall then give notice to members of the meeting. The Officers of The Club can also call an EGM, again with a minimum of 30% of the Committee. The EGM will follow the same format as an AGM.

## **AGM or EGM Meetings:**

A quorum of six Club members, plus two Committee members, shall be present before any Club business is transacted.

## **VOTING:**

All fully paid members of the club are entitled to vote at an AGM or EGM.

Voting shall be by a show of hands or ballot. If a member is unable to attend the meeting he may submit a proxy vote. This shall be received, in writing by hand, post or email to The Club Secretary prior to the meeting. The proxy vote shall be, for the matters laid out in the agenda only, one of the following, Yes, No or Abstain.

## **CHILDREN AND VULNERABLE ADULTS:**

Stafford RCMCC will adhere to the guidelines set out by the British Radio Car Association (BRCA).

## **EQUAL OPPORTUNITIES:**

The Club aims to treat all members fairly and equally, taking into account any special needs that people may have. The Club will not discriminate against any potential club members on any grounds other than behaviour likely to bring The Club into disrepute in any environment.

## **DISSOLUTION OF THE CLUB:**

Liquidation of The Club shall be decided at an AGM or EGM, by the members of The Club. All Club equipment shall be sold and Club liabilities paid. The distribution of any remaining Club funds shall be decided by a vote of members at the next AGM or EGM.

## **CHANGES TO THE CONSTITUTION:**

No changes shall be made to the Constitution or Rules and Regulations, except at the AGM or an EGM.

The Committee shall have the right to introduce and enforce any interim alterations to the Constitution or Rules, which they may consider necessary to obviate the possibility of a complaint which could lead to the loss of The Club or its facilities. However, to remain in force this must be voted for at the next AGM or EGM.

\*\*\*\*\* END \*\*\*\*\*