

South Coast Pilots Social Club - Constitution

16 June 2022

Joe Chamberlain – CLUB Founder

Draft v1.1

Initial Version Statement

This Initial Constitution has been created to provide the foundational document for the CLUB during its first year of operation during which time some of the normal practices of a members club will still be under development. If the CLUB is successful, at the first AGM a revised constitution will be approved.

The roles of Chair, Treasurer and Secretary and the whole 'Committee' will initially be undertaken by a single person, the CLUB Founder. These roles should be separated by the time of the first AGM and a proper Committee established.

1. Name

- 1.1. The CLUB shall be known as the South Coast Pilots Social Club (SCPSC), hereafter known as the CLUB.

2. Aim

- 2.1. The aim of the CLUB is to provide a social environment for leisure GA pilots, student pilots and aspiring pilots to meet, network, share activities and form a community for mutual benefit involving General Aviation.
- 2.2. The focus will be on fixed-wing powered light-aircraft flying only, therefore it will not principally be involved in helicopters, parafoils, hot-air ballooning, gliding etc.

3. Geographical Area

- 3.1. The CLUB will be based on the English central south coast mainland. Members are expected to reside within a one-hour driving distance of the Solent area. This is to facilitate in-person meetings and events within this area.

Membership

4. Qualifications

- 4.1. Any person who undertakes to behave in the best interest of the CLUB, is a private pilot, student pilot or aspiring pilot shall be eligible for membership regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.

5. Classes of Membership

- 5.1. Full Members
- 5.2. Family Members – members living at the same address or partners of qualifying members.
- 5.3. Honorary Members (Life)

6. Election

- 6.1. Candidates for membership shall make an application via the website.
- 6.2. The power of acceptance and continued membership shall rest with the Committee, who may refuse to accept an applicant only for good cause such as failing to meet the qualifications or conduct or character likely to bring the

CLUB or GA into disrepute. Appeal against refusal may be made to the members of the Committee in the first instance.

7. Entrance Fee

- 7.1. All new members are required to pay an entrance fee.
- 7.2. The amount of the entrance fee will be determined by the members in the General Meeting.

8. Subscriptions

- 8.1. On acceptance, new club members will be required to pay the annual subscriptions in addition to the entrance fee.
- 8.2. Members are required to pay their annual subscriptions for the year on the first day of January each year.
- 8.3. Those joining after the 1st September are entitled to the following year at no additional cost.
- 8.4. The amount of the subscription will be determined by the members in the General Meeting.

9. Termination of Membership

- 9.1. A member may resign by giving one months notice, in writing, to the Secretary.
- 9.2. A member will have deemed to have resigned from the CLUB if they fail to pay their annual subscriptions by the 1st February that were due on the 1st January. They may however rejoin at any time during the year upon payment of the entrance fee and annual subscription.
- 9.3. Any member who no longer fulfils the qualifications section of this Constitution (eg is no longer an active pilot) or
- 9.4. A member violating the rules and regulations of the CLUB, or being adjudged guilty of unsatisfactory conduct, may by resolution of the Committee be suspended or expelled from the CLUB.
- 9.5. A member suspended or expelled from the CLUB, may appeal to a Special General Meeting if such appeal is sponsored by not less than six members.

10. General Committee

- 10.1. The General Committee shall conduct the affairs of the CLUB as a whole and shall consist of officers as listed below

Chairperson
Secretary
Treasurer
Other officers as deemed necessary

11. Election of The Committee

- 11.1. Only subscribing members of the CLUB may become a Committee Member
- 11.2. Election of the Committee shall take place at the Annual General Meeting (AGM).
- 11.3. Candidates for the election to the committee shall indicate their intention applying to the Secretary no less than one week prior to the AGM.
- 11.4. Members unable to attend the AGM shall be allowed a remote vote. Application for a remote vote to be made to the Secretary.
- 11.5. The elected General Committee shall serve for one year.

12. Duties of the Committee

- 12.1. **Chairperson**
 - 12.1.1. The Chairperson shall:
 - 12.1.2. Preside at the general meetings of the CLUB and at all meetings of the General Committee.
 - 12.1.3. Be responsible for guiding the activities of the CLUB in accordance with this constitution and general policy as expressed by the majority of the members
 - 12.1.4. Be an ex-officio member of any committee of the CLUB.

12.2. **Secretary**

- 12.2.1. Secretary shall be responsible for:-
- 12.2.2. Managing the membership of the CLUB
- 12.2.3. The organisation of the meetings of the CLUB
- 12.2.4. Recording the minutes relating to meetings.
- 12.2.5. All correspondence relating to the general business of the CLUB.

12.3. **Treasurer**

- 12.3.1. The Treasurer will:
- 12.3.2. Be responsible for the collection of all monies, including subscriptions.
- 12.3.3. Keep such books of account as required by the AGM.
- 12.3.4. Produce at the AGM, balance sheets showing the financial state of the General Fund. These to be available as required at the AGM.
- 12.3.5. Making payments from the CLUB General Fund as may be required by the Committee
- 12.3.6. Make the committee aware of potential financial or cash flow problems.

12.4. **Other Officers**

- 12.4.1. The duties of the other officers shall be decided as necessary by the General Committee.

13. **General Duties of the Committee**

- 13.1. To organise regular monthly social meetings for members within the Geographical Area
- 13.2. To organise other events for the membership as may be agreed by the Committee
- 13.3. To maintain a CLUB website to act as a focal point of communication between members
- 13.4. To disseminate information to the CLUB members

14. **General Committee Meetings**

- 14.1. The General Committee shall not meet less than four times during the year and preferably every two months.
- 14.2. Meetings of the General Committee shall be called by the Secretary on the instructions from the Chairperson or not less than three committee members.
- 14.3. A quorum for the committee shall consist of not less than four Committee members.
- 14.4. Should a vacancy occur on the General Committee between AGM's the General Committee shall appoint another eligible member to the vacancy until the next AGM.

15. **General Meetings**

- 15.1. Annual General Meetings
 - 15.1.1. The Annual General Meeting (AGM) shall be held between mid-October and the end of November each year, with a maximum gap of 14 calendar months between each AGM.
 - 15.1.2. A Statement of Accounts, as of the preceding end of September shall be laid before the meeting.
 - 15.1.3. The time, date and place of the AGM will be advertised to members at least 14 days beforehand.
 - 15.1.4. Notices for discussion at the AGM, not of origin from within the General Committee, shall be lodged with the Secretary at least 14 days prior to the AGM and signed by two club members.

16. **Extraordinary General Meetings**

- 16.1. An Extraordinary Meeting shall be called on:
- 16.2. The instructions of the majority of the General Committee.
- 16.3. A requisition signed by not less than ten of the CLUB members.

17. Quorum

- 17.1. All general meetings require at least 15 members to be present to form a quorum
- 17.2. If after half-an-hour from the appointed time for the meeting, a quorum is not present, the General Meeting shall be adjourned until a time and place fixed by the General Committee.
- 17.3. If a quorum is not present within half-an-hour of the time fixed for an adjourned meeting, the members present shall constitute the quorum.

18. General

- 18.1. CLUB members shall be given at least 14 days clear notice of a general meeting and the agenda of the meeting.
- 18.2. Accidental omission to give notice of a General Meeting to a member, or the non-receipt of a notice of a General Meeting by a member, shall not invalidate the proceedings of the General Meeting.
- 18.3. The Chairperson shall preside at all General Meetings, however in his/her absence a Vice-Chairperson shall preside by the General Committee.
- 18.4. A resolution put to the vote at a General Meeting shall be decided by a show of hands. Where more than one person has been nominated for a position on the General Committee, then in this case voting will be by secret ballot.
- 18.5. All members in good standing are entitled to vote at all meetings.

19. Liability

- 19.1. The General Committee shall manage the affairs of the CLUB, however, financial or legal liability incurred in the rightful exercise of their offices shall not be the personal liability of the General Committee but the responsibility of the CLUB as a whole.
- 19.2. All members who attend club events do so at their own risk, and neither the CLUB or its officers can accept liability for any loss or injury sustained of any kind whilst engaged in any CLUB activity.
- 19.3. All flying related activities undertaken by members are done so entirely at the members responsibility.

20. Distribution of Profits

- 20.1. The Club is strictly a not-for-profit organisation. In no circumstances shall any surplus be distributed to CLUB members. Any surplus earned shall be contributed to the General Fund for the furtherance of the aims or donated to a suitable charitable aviation organisation.

21. CLUB Closure

- 21.1. The CLUB shall not be closed down except by resolution of a Special General Meeting convened for the purpose of closure. In such an event any surplus assets shall be handed over as a donation to a suitable charitable aviation organisation.

22. Power of Decision

- 22.1. Any matter not provided for in this constitution, or any question over the interpretation of this constitution, shall be dealt with by the General Committee whose decision shall be final.

23. Alteration of the Constitution

- 23.1. This constitution shall not be altered, amended or rescinded, except by a General Meeting resolution passed by members of The CLUB.
- 23.2. A resolution to effect a change to the constitution must be passed by at least two-thirds of the members present at the General Meeting.