LINCOLN AEROMODELLERS

Club Constitution *(revised 2026-07-01)*

The **Club Constitution** of Lincoln Aeromodellers is a statement of purpose outlining The Club's overall objectives and how it is run. This Constitution is a useful document for defining the authority that flows to and from the committee, and, along with The **Club Rules**, provides The Club, the committee, and its members with a solid base and well-defined procedures which enables The Club to conduct its business lawfully and with due consideration for its members. In turn, the members know what is required of them and what their role and rights are within The Club environment.

Abbreviations and Definitions

British Model Flying Association	BMFA	The **BMFA** is the body delegated by the Royal Aero Club to be responsible for all aspects of model flying in Great Britain.
Civil Aviation Authority	CAA	The **CAA** is responsible for the regulation of aviation safety in the UK, including model aviation.
Annual General Meeting	AGM	An **AGM** is a meeting conducted annually where members of an organisation gather to discuss and vote of key issues.
Extraordinary General Meeting	EGM	An **EGM** is a meeting of members of an organisation to deliberate upon matters that require urgent attention which cannot be deferred until the next scheduled AGM.
General Meeting	GM	A **GM** is a non-routine meeting of members of an organisation for a non-urgent specific purpose. A GM meeting can be called by the committee or requested by at least five members.
Quorum		A quorum is the minimum number of members that must be present to make the proceedings of a meeting valid.

General

1. The Club shall be called **Lincoln Aeromodellers Club** ('**The Club**') and will be affiliated to the BMFA.

2. The Club's principal aims are:

   i. to promote safe and responsible model aircraft flying,
   ii. to provide a superior and safe flying environment, and to maintain such,
   iii. to offer training in model aircraft flying through its achievement programme,
   iv. to provide all its services, facilities, and amenities in a way that is fair to all concerned,
   v. to ensure a duty of care to all members of, and guests to, The Club, and the general public in the vicinity.

3. All members must operate lawfully at all times, and The Club reserves the right to ask members to provide evidence of BMFA membership, a CAA Operator ID, and a Flyer ID.

4. The Club Committee may alter the Constitution of The Club at any time in order to comply with an Act of Parliament, a Local Authority Rule or Regulation, or the requirements of any other competent Authority, and such alteration shall be notified to members in writing by the Secretary.

5. The Club Committee may add to the Constitution but not alter it (except as per Article 4 above) at any time, and such addition shall remain in force until the next AGM, GM, or EGM called for that purpose, when it shall be ratified (or otherwise) by vote.

6. Club Rules are contained in a separate document and should be read in conjunction this Constitution.

7. The Club Constitution and Club Rules will be reviewed annually and will be considered binding for twelve months excepting where urgent action is required or as per Articles 4 and 5 above . This action must then be ratified by the members at the next AGM, GM, or EGM called for that purpose.

Membership & Membership Fees

8. All members will be subject to the regulations of this **Constitution** and the **Club Rules** and by joining The Club will be deemed to abide by these regulations and rules. Failure to abide by these regulations and rules may lead to disciplinary action or exclusion from The Club.

9. The term **Member** shall mean any class of member.

10. A member shall be enrolled into one of the following membership classes:

i. Junior Member (under 18 years of age),
ii. Provisional Member (non-BMFA A-Certificate holder),
iii. Full Member (18 years of age and over),
iv. Family Member,
v. Affiliate Member (Non-Flying).

11. The membership year shall run from 1st January to 31st December.

12. Membership fees will be set annually and agreed at the AGM.

13. Membership fees shall be paid annually in advance.

14. The committee has the right to refuse membership to new applicants.

15. One senior club member may be appointed annually by the committee as The Club's BMFA delegate who should represent The Club at all relevant meetings.

Committee & Committee Structure

16. The Club will be managed through an elected committee comprising of the following positions:

i. Chair
ii. Secretary
iii. Treasurer (non-mandatory)
iv. Safety Officer
v. Facilities Manager
vi. Club Training Instructor(s)
vii. Any other relevant position(s).

17. The committee of The Club shall comprise of not more than five members, although any committee member may hold more than one of the above positions if elected to do so.

18. Except under certain justifiable circumstances, members are not eligible to sit on the committee until after they have completed two years of full membership.

19. Committee members shall be elected annually at the AGM.

20. Those elected shall serve for a period of one year after which they will retire.

21. Retiring committee members may offer themselves for re-election.

22. Should a committee position become vacant, the committee may appoint a temporary replacement from the membership who will then serve until the following AGM.

23. Any committee member wishing to resign must do so in writing to the Secretary.

24. Any member of the committee who is absent from three consecutive committee meetings without reasonable cause will automatically forfeit their seat on the committee.

25. The committee is authorised to carry out negotiations and make decisions in the interest of The Club or on behalf of the membership where necessary without consulting the members.

26. The committee will be responsible for disciplinary hearings of members who infringe The Club's Constitution or Club Rules and will be responsible for taking any action of suspension or discipline following such hearings.

Finance

27. All club monies will be banked in an account or accounts held in the name of The Club.

28. The Club Treasurer will be responsible for the finances of The Club. Where the club operate without a Treasurer, the committee may nominate a suitable person, whether or not a member of the club, to keep the accounts of the club. This nominee must then be voted into this position at an AGM, or an EGM called for that purpose and thereafter report directly to the Secretary of the club.

29. The financial year-end of The Club is 23rd November.

30. At each AGM, the Treasurer will present a statement of The Club's annual accounts. Where the club operate without a Treasurer, the person nominated in 28 above, or the club Secretary, will present a statement of The Club's annual accounts.

31. The committee may pay accounts and incur any normal liabilities on behalf of The Club.

32. Any monies drawn against club funds shall be authorised by the Treasurer plus up to two other designated committee members. Where the club operate without a Treasurer, the person nominated in 28 above shall be permitted to set up online payments out of the account but not to authorise them. Such payments must only be authorised by up to two club Officers who are signatories to the club bank account.

33. Approval from the membership at an AGM, GM, or an EGM called for that purpose, must be sought for a single expenditure greater than £1,500.

Voting Procedure

34. The voting procedure at all club meetings shall be as follows:

    i. **In Person.** By a majority show of hands or secret paper ballot from those club members present at a meeting,
    ii. **By Post or Email.** Sent to the Club Secretary and received no later than twenty-four hours prior to a club meeting,
    iii. **By Proxy.** A member, in their absence from a meeting, may cast their vote by requesting another member who is present at the meeting (known as their representative), to submit their vote by proxy. Proxy votes will only be valid if submitted in writing and signed by the member casting their vote.

35. A majority vote is required to carry any proposal.

36. Those eligible to vote are:

    i. Full members,
    ii. Honorary Life Members,
    iii. Family members,
    iv. Affiliate Members (Non-Flying).

    All the above shall have one vote with the exception of The Club Chair who, in the event of a tied vote, will have a casting vote in addition to their initial standing vote.

Club Meetings

37. Club meetings shall be **Annual General Meetings** (AGM), **General Meetings** (GM), or **Extraordinary General Meetings** (EGM).

38. All club meetings will run to an agenda and be minuted.

39. A quorum of any club meeting shall be 25% of the membership below which a meeting is invalid.

40. Voting at all meetings shall be in accordance with The Club's voting procedure as set out in Article 34 of this Constitution.

41. Patrons of The Club have no voting rights but are free to attend all meetings.

42. Notice of club meetings will be given to all members by The Club Secretary not less than twenty-eight days prior to said meetings, with the exception of EGMs where notice will be given not less than fourteen days prior to said meetings.

43. The AGM shall be held each year between 24th November and 31st December.

44. Up to two non-club members, as invited guests of The Club, may attend an AGM as observers by applying to the Secretary at least fourteen days prior to the meeting. Any non-club member may be asked to leave a meeting subject to approval from the committee. No non-club member may attend an EGM.

45. A proposed agenda shall be forwarded to the membership fourteen days prior to the AGM.

46. Members shall be invited to put forward items for inclusion on the agenda of club meetings, and these must be submitted to the Secretary not less than seven days prior to a meeting. Items submitted after this cut-off date will only be included on the agenda at the discretion of the Secretary.

47. All proposals must be seconded and voted upon, including proposals to alter The Club Constitution and Club Rules.

48. Amendments to proposals must be voted upon first.

49. The committee, through the Chair, has the power to ask a person to leave a meeting in the event of that person disrupting the meeting.

50. A member, at their own expense, may submit the financial accounts to a suitably qualified individual to carry out an independent examination of said accounts to verify that they fairly represent the income, expenditure, assets, and liabilities of The Club. In such a case, should the financial accounts subsequently be found not to fairly represent the income, expenditure, assets, and liabilities of The Club, any substantiated expenses incurred by the member in verifying said accounts will be refunded in full.

51. The Secretary shall convene an EGM of The Club on receipt of a request in writing signed by not less than five members of The Club, stating the business to be brought before the meeting. The meeting must be called within twenty-eight days of the request and fourteen days' notice must be given to all members in writing stating the business to be discussed.

52. When a request for an EGM is made in accordance with Article 51 and it is not called within twenty-eight days, the requisitioners may themselves convene an EGM of The Club by giving twenty-eight days' notice in writing to all members duly setting out the purpose for which the meeting was called. Any resolutions passed at such a meeting shall have the same force and effect as if they were passed at a meeting convened by the Secretary.

53. The Secretary may take an audio recording of club meetings for the sole purpose of producing accurate minutes. The audio recording must be deleted once the written minutes are approved.

54. Minutes of club meetings shall be forwarded to all members within fourteen days following meetings.

Committee Meetings

55. All committee meetings will run to an agenda and be minuted.

56. A quorum of any committee meeting shall be a majority of committee members below which a meeting is invalid.

57. Voting at committee meetings shall be by a majority show of hands or secret paper ballot from those committee members present and this shall include proxy and postal votes in accordance with Article 34 of this Constitution. A majority vote is required to carry any proposal.

58. Committee meeting shall be held not less than four times per year.

59. Notice of committee meetings will be given to all committee members by The Club Secretary not less than fourteen days prior to said meetings.

60. Members will be notified of upcoming committee meetings not less than fourteen days prior to said meetings and shall be invited to put forward items for inclusion on the agenda of said meetings. Agenda items must be submitted to the Secretary not less than seven days prior to a meeting. Items submitted after this cut-off date will only be included on the agenda at the discretion of the Secretary.

61. All proposals must be seconded and voted upon. A majority vote of those present is required to carry any proposal.

62. The Secretary may take an audio recording of committee meetings for the sole purpose of producing accurate minutes. The audio recording must be deleted once the written minutes are approved.

63. Minutes of committee meetings shall be forwarded to all members within fourteen days following meetings.

Flying & Flying Field

64. The committee and the Club Training Instructor(s) will be responsible for the running of the flying field.

65. Appointment to the position of Club Training Instructor or Club Examiner can only be made by a committee decision.

Insurance & Indemnity

66. The Club will hold both Civil and Employer's Liability Insurance provided through affiliation to the BMFA.

67. The Club will indemnify all committee members if they incur any liability on behalf of The Club.

68. In the event of a committee member being awarded damages or costs in the course of proceedings taken by him or her in their 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. Where the club operate without a Treasurer, then to the person nominated in 28 above.

69. When there is a joint flying event between Lincoln Aeromodellers and another club, the participating club must be able to provide evidence of adequate insurance cover well in advance of the event.

Dissolution of The Club

70. Should it be considered necessary or desirable to dissolve The Club, the committee will call an EGM. Should a quorum fail to appear, the meeting will be adjourned, and a further EGM must be called within fourteen 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.

71. 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 total funds remaining will, at the discretion of the committee, be either held in trust by the BMFA for a period of ten years to be used in the event The Club should re-form, be donated to the BMFA's Development Fund, or donated to a charity or charities to be chosen by the committee.

72. If the final accounts are less than required to refund the subscriptions to the members, the total funds remaining will, at the discretion of the committee, be either held in trust by the BMFA for a period of ten years to be used in the event The Club should re-form, be donated to the BMFA's Development Fund, or donated to a charity or charities to be chosen by the committee.

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