



Coalhouse Fort RYC Constitution

1) NAME

- a) The name of the Club is Coalhouse Fort Radio Yacht Club (The 'Club')

2) OBJECT

- a) The objects of the Club are
 - i) To promote and encourage the design, construction, sailing and racing of model yachts.
 - ii) To manage the club within the guidelines of the MYA National Authority.

3) LANGUAGE

The word "shall" is mandatory and the word "may" is permissive.

4) COMPOSITION AND ORGANISATION

- a) The composition of the club shall consist of: President; Vice President; the Membership and the Committee.
- b) The club shall be organised through at least one Annual General Meeting (AGM) together with Committee meetings as appropriate.

5) MEMBERSHIP

- a) Membership may be granted to individuals who apply to the Committee and are accepted by the Committee.
- b) Members must affiliate to the Model Yachting Association (MYA).
- c) Persons under the age of eighteen, or other 'vulnerable persons' will only be accepted as members if they are accompanied at all times by a parent, guardian or specified responsible person.
- d) It shall be an obligation of the Members to support the objects of the Club.

6) DISCIPLINE

- a) The Committee shall have the power to discipline, suspend or expel any member who shall offend against rules of the Landlord, or the Rules or Constitution of the Club or bring the club into disrepute.
- b) The member shall have right of appeal against any disciplinary action by putting it in writing to the Secretary within 14 days of the disciplinary letter.
- c) The appeal will be reviewed by the Committee or in exceptional circumstances by a meeting of the full membership but in either case the majority decision will be final.



7) SUBSCRIPTIONS

- a) The club shall be maintained financially viable by the membership by means of an Annual Subscription by the membership.
- b) The Annual Subscription becomes due on December 1st.
- c) The committee shall have the authority to alter the Annual Subscription by increments of £1.00
- d) This will be reviewed and set at each AGM
- e) All members must pay their subscription and MYA Affiliation fee if not already affiliated, by January 1st
- f) Any member who fails to pay their subscription by February 1st shall cease to be considered to have lapsed their membership without further notice
- g) Any lapsed member renewing their membership prior to the six months before the prescribed membership renewal date shall pay the full annual membership and MYA Affiliation fee if not already affiliated.
- h) Any new applicant approved for membership within the period six months to two months before the prescribed membership renewal date will be entitled to a reduction of 50%, but needs to pay the full MYA Affiliation fee if not already affiliated.
- i) Any new applicant approved for membership within the period two months before the prescribed membership renewal date will be required to pay the full subscription and MYA Affiliation fee if not already affiliated, which will last until the end of the next financial year.
- j) Renewal of membership and payment of the full subscription and MYA Affiliation Fee if not already affiliated, will be required at the next renewal date.
- k) New applicants joining within three months of the renewal date should pay the full subscription and MYA Affiliation Fee if not already affiliated, which will last until the end of the financial year.
- l) The annual subscription for junior members (16 years and under) shall be reviewed and set at each AGM
- m) Members may bring a sailing guest/visitor for three visits only.
- n) All guests/visitors must abide by the Club Rules and Constitution.

8) ANNUAL GENERAL MEETINGS

- a) Annual General Meetings (AGM) and Extraordinary General Meetings (EGM) shall be conducted at a suitable venue.
- b) The Committee shall designate a date and venue for the AGM within the same month each year and notify all members at least 6 weeks in advance.
- c) The Annual schedule for the submission of motions, nominations and amendments is as follows: Notification of AGM 6 weeks, Submission of motions and nominations 4 weeks, Submission of amendments 2 weeks.



- d) The AGM Agenda shall include the following: Approval of minutes of the previous AGM, Matters arising there from. To receive Reports from; Chairman, Secretary, Treasurer and Racing Secretary
Election of Chairman, who will immediately take the chair.
Election of Committee.
Motions and Amendments.
Annual Subscriptions to the Club
Any other Business
- e) Voting at the AGM shall be open to all members, who may cast one vote each, apart from Juniors.
- f) All Nominees who shall be full members of the Club, shall be nominated and seconded by full members of the Club.

9) **EXTRAORDINARY GENERAL MEETINGS**

- a) Any member shall have the right to call an Extraordinary General Meeting (EGM) by giving the Secretary not less than 28 days' notice in writing, outlining the reason for calling such a meeting.
- b) The notice for calling an EGM, must contain the signatures of at least 5 other adult full members.

10) **PRESIDENTS AND VICE-PRESIDENTS**

- a) The membership may from time to time nominate a President and Vice-Presidents
- b) These positions will be voted on at an AGM by a majority vote
- c) These positions will be fully paid up life time positions

11) **COMMITTEE**

- a) The Committee shall consist of:
 - i) The Chairman.
 - ii) The Secretary.
 - iii) The Treasurer.
 - iv) The Racing Secretary.
 - v) IOM Class Captain – responsible for coordinating race days
 - vi) Dragon Force 65 Class Captain – responsible for coordinating race days
 - vii) Dragon Flite 95 Class Captain – responsible for coordinating race days
- b) The Committee shall be responsible for dealing with routine matters and correspondence on behalf of the Club between AGMs
- c) The committee shall meet quarterly minimum
- d) A minimum of 50% of the committee is required as a quorum



- e) Committee members shall retire annually but shall be eligible for re-election
- f) The Committee may submit motions to the AGM but shall have voting powers only as members
- g) In the event of a tied vote at either the AGM or Committee meetings, the Chairman shall have the option of a casting vote
- h) The committee will have the authority to co-opt any member of the club to fulfil any casual vacancy or temporary role in undertaking a specific role/task within the club as deemed necessary; Any person so co-opted to hold office until the next AGM or completion of the role/task for which they were co-opted; In
- i) the case of the co-option being ongoing the person shall be eligible for re-nomination and re-election.

12) RULES

- a) Members shall be governed by the Constitution and Club Rules
- b) Club Rules shall be set by the Committee. Any changes or additions to the Club Rules shall be agreed by at least a two thirds majority of the Committee.

13) RACING RULES

- a) Class races shall be conducted using the World Sailing Racing Rules of Sailing, IRSA and the National Authority. At National and District Championships, these rules shall be varied only with the prior agreement of the National Authority
- b) All Classes will be 'Raced' in compliance with their relevant class rules
- c) For the purposes of Club, Open Series and Open Events the Class Rules may be modified by a clear majority of those club members owning and racing said class.
- d) Requests for Class Rule modifications must be in writing, via the relevant 'Class Captain' and will only be addressed twice a year at the AGM and mid-year.
- e) Once accepted all affected members will be informed via email of both the Class Rules modified and the associated implications – the club web site will display all relevant information
- f) Where modified Class Rules are to be used for an 'Open Event' (to non-club members), the published 'Notice of Race' will define all relevant changes to current Class Rules.
- g) A Race 'Start System' shall be provided for each class with the Class Captain designated as the custodian of the 'Start System' for their respective class.



14) LIMITATIONS

- a) Members of the Club, their guests and visitors use the Club premises and facilities entirely at their own risk and implicitly agree to accept the following limitation of liability.
- b) The Club will not be responsible for any damage to or loss of property belonging to members, their guests or visitors, nor will the Club accept any liability for personal injury sustained by members, their guests or visitors out of the use of Club premises, or participation in any event organised by the Club, whether such damage or injury shall be occasioned by the neglect, default or negligence of any of them, the officers, Committee or servants of the Club
- c) In pursuance of the authority vested in the Committee by members of the Club, members of the Committee are entitled to be indemnified by members of the Club against any liabilities properly incurred by them or any one of them on behalf of the Club wherever the contact is of a duly authorised nature and entered on behalf of The Club
- d) No member or company shall use the Club or Lake as a means for promoting products or business for financial gain to themselves or any outside interests without prior permission of the Club Committee. Agreed unanimously.

15) FINANCE

- a) It shall be the responsibility of the Honorary Treasurer
 - i) To keep a complete and accurate account of the Club finances.
 - ii) To maintain a list of current assets.
- b) Authorised signatories to the Club account shall be any two of the Chairman, Secretary or Honorary Treasurer.
- c) The Club will utilise Internet Banking as appropriate
- d) Any account enacted from time to time on behalf of the Club shall be declared at the AGM
- e) At the AGM each year, an Auditor, who is not a committee member, shall be appointed whose duty it shall be to audit the accounts of the Club for the current year.

16) CONSTITUTION

This Constitution shall be amended only by an AGM or Extraordinary Meeting and the resolution shall be supported by two thirds of the votes cast.

17) DISSOLUTION

- a) The Club shall not be dissolved while there are at least three members.
- b) On Dissolution, the net assets of the Club shall be divided equally between the number of members at dissolution.



Club Rules

- 1) The Committee shall have the authority to amend, repeal or add to the Club rules as they consider expedient for the internal management of the Club, but any such amendments must be ratified at the next Annual General Meeting or next Club meeting whichever is the sooner.
- 2) All members must be affiliated to the MYA to ensure Third Party Insurance coverage.
- 3) Race Days – the following designated Race days shall be adopted with the proviso that any given date be reassigned to host 'Open', 'District', 'Ranking' or 'National' events from any classes as deemed appropriate.
 - a) Wednesday – IOM
 - b) Saturday – Dragon Flite 95 with a potential weekday evening to be agreed
 - c) Sunday – Dragon Force 65 with a potential evening week day to be agreed
- 4) Members and their guests using property, owned, leased or otherwise retained for the benefit of the Club do so entirely at their own risk.
- 5) Members are reminded that the lake and surrounds together with the access track are the property of Thurrock Council and must be respected as such. Speed on the access track must be restricted to 10MPH. No changes to the lake or surrounds are to be made without reference to the Committee who will liaise with the Rangers and Thurrock Council as necessary. In particular, care must be taken to respect the Rules of the Rangers and Thurrock Council and the Environmental requirements of the area.
- 6) All members must abide by the Coalhouse Fort MBC Health, Safety and Environment Plan.
- 7) The lake is available to all members at times as designated by the Executive Committee from time to time, except for Open and National events organised by the Committee, which will have absolute priority.
- 8) Members are expected to ensure that all visitors/guests observe the rules of the Club and those defined by the Rangers and Thurrock Council.
- 9) Membership cards are to be carried always and must be shown at the request of any other club member.
- 10) Transmitters must not be activated in the Car Park as they may interfere with boats on the water.
- 11) Members may loan their boats and equipment to visitors who are thinking of joining the Club for three visits, but after that period, visitors are expected to become members.
- 12) Junior members must be accompanied by a parent, guardian or responsible adult nominated by a parent, when at the lake. Daughters, sons, nieces and nephews under the age of 16 may use a member's boat without restriction.
- 13) Rescue boats may only be used with the approval a member of the Executive committee and must never be used by lone members, for safety reasons, and **LIFEJACKETS MUST BE WORN IN THE BOAT ALWAYS**. Junior members are not allowed to use the Rescue boats.
- 14) Vehicles must be parked in the designated area, as defined by the Ranger or Committee member.



Equality & Diversity Policy

- 1) The Club is committed to building and supporting a diverse and inclusive membership. All members of the Club should feel empowered to achieve their full potential within an environment of openness in which everyone is valued equally and can participate with confidence. The Club values the widest possible range of cultural inputs from members and partner organisations.
- 2) There are several values that underpin this statement which form the basis of the equal opportunity strategy:
 - a) A spirit of co-operation and understanding between all members and committee based on mutual respect and trust of all regarding equality, disability, orientation.
 - b) A membership that is built on tolerance and openness with high professional standards
 - c) An environment of equality of opportunity that encourages an understanding and appreciation of the needs of others
 - d) A commitment to dealing with oppressive behaviour, harassment or bullying
 - e) A culture where diversity is celebrated and all members are valued equally
3. The Club recognises the true value of diversity and will provide equality of opportunity for all our members by:
 - (a) Working pro-actively to promote good relations between all members
 - (b) Taking effective action to prevent discrimination, bullying or harassment on any grounds
 - (c) Promoting equality of access to model boating and learning development
 - (d) Providing Knowledge and skill opportunities to support differing aspirations and goals
 - (e) Promoting good practice in all activities such as junior development
 - (f) Listening to and learning from our members, committee and partner organisations
 - (g) Promoting, managing and monitoring equality and diversity within the Club

All our members, committee and partners have a responsibility to act in a way that is not prejudice to others.