

POOLE RADIO YACHT CLUB

SAILING WATER : POOLE PARK DORSET

APPLICATION FOR MEMBERSHIP

NAME: FORENAME(S).....

ADDRESS : PROPOSED BY:.....

.....

..... e-mail.....

POSTCODE : Telephone:

I hereby apply for membership of Poole Radio Yacht Club and in doing so, agree to abide by the Rules and Regulations of the Club. I enclose one year's subscription and understand that, should my application be rejected, it will be returned to me in full. (Your application will be considered at the next meeting of the Executive Committee, normally held on the 2nd Wednesday of every month, and the decision will be communicated to you by the Hon. Secretary soon afterwards.)

I intend to participate in *Yacht Racing / Scale Modelling**

I have experience of sailing full *sized yachts / models / none **

I have a *model racing yacht (Class.....) / Scale model / none **

Note: **The current annual subscription is £30.** *If joining after 31 Aug the sub is valid until 31 Dec of the following year.*

A berth in the Club building (if required & available) costs an additional **£10 p.a.** to be paid to the Treasurer once a space has been allocated by the Secretary. In the event of the boathouse being full, the applicant should add his/her name to the waiting list on the notice board.

Newsletter Distribution.

I am able to obtain a copy via the web site / I need one posted to me *

* Delete as applicable

Signed Date

When complete, please forward this form to the Hon Secretary:

Roy Cane
1 Arne View Close
Upton
POOLE Dorset BH16 5RY
Tel: 01020 632869

or hand it to any Committee Member.

POOLE RADIO YACHT CLUB

RULES AND REGULATIONS

1. NAME

The name of the Club shall be **POOLE RADIO YACHT CLUB**, herein after referred to as the Club, and the Headquarters shall be at Poole Park, Poole, Dorset.

2. AIM

The aim of the Club shall be to promote the skills, expertise and sportsmanship associated with the building and sailing of radio-controlled yachts and other vessels excluding any propelled by an internal combustion engine.

3. AFFILIATIONS

The Club shall be affiliated to the National and District bodies controlling model Yachting.

4. MEMBERSHIP

a. Upon application for membership, each prospective member shall be provided with a copy of these Rules and Regulations. **By proceeding with the application he/she undertakes to abide by the terms and conditions herein.**

b. Membership of the Club, with the exception of Life membership, will be granted upon application provided that such application is approved by the Executive Committee and will fall into one of the following categories:

i. **Life Members** who will be elected by an Annual General Meeting.

ii. **Members** who will join upon application and who will pay such Annual Subscription as may be levied by decision of the Annual General Meeting.

iii. **Student Members** who will be under 18 years of age or undergoing full-time education at the time of the initial application or of renewal of membership. Student Members will pay the appropriate Annual Subscription as decided by the Annual General Meeting.

IV. **Family Members Spouses/partners** of Life members and members together with any of their children and grandchildren under the age of 16 shall be Family members of the Club.

V. **Temporary Members.** Visitors while taking part in open events, non-sailing guests or sailing visitors taking part in other sailing activities on no more than 4 occasions during any Club year shall be temporary members. They must enter their details into the visitor's book on each visit UNLESS they have pre-entered an event when such entry details shall suffice.

c. **VOTING RIGHTS.** Only Life members, members of more than 1 year standing and Student members after 1 year and who are over the age of 15 shall be eligible to vote at Club meetings

d. The Executive Committee shall be empowered to suspend or expel any member whose conduct they consider to be contrary to the interests of the Club. Such members shall have the right of appeal to a General Meeting whose decision will be final.

5. SUBSCRIPTIONS

a. Annual subscriptions will be levied at the rate(s) decided by the Annual General Meeting and will be renewable upon the First day of January annually. Members who have not paid their subscription by the first day of March will be considered to be lapsed Members.

b. In the case of new Members, the Subscription will fall due at the time of application (The initial subscription of those joining after August 31st will cover the period until the end of December of the following year) The **initial** subscription will be returned if the application is not approved by the Executive Committee as under Rule 4.b above.

6. PRESIDENT AND VICE-PRESIDENTS

The Annual General Meeting may, as a mark of respect or in recognition of exceptional services to the Club, appoint a President and Vice-Presidents. These appointments will carry the rights of Life membership as detailed in Rule 4.b.i. above and additionally the Appointees shall be ex-officio members of the Executive Committee. These Appointments will be reviewed at each AGM.

7. OFFICERS

The Officers of the Club shall be elected annually at the Annual General Meeting and shall consist of:

a. A Commodore , Vice-Commodore and up to two Rear Commodores who shall be Flag Officers. They shall be ex-officio members of all Committees and Sub-Committees.

b. An Honorary Secretary.

c. An Honorary Treasurer.

d. An Honorary Sailing Secretary.

e. A Scale Sailing Secretary.

8. THE EXECUTIVE COMMITTEE

a. An Executive Committee, which shall meet as frequently as business demands, but no more than eight weeks may elapse between any two consecutive meetings shall manage the general affairs of the Club.

b. The Flag Officers shall be the Trustees of all Club assets.

c. The Executive Committee shall consist of:

i. The Officers.

ii. Two further members to be elected Annually at the Annual General Meeting.

iii. The Class Captains of the racing Yacht Classes recognised by the Club.

iv. Up to 2 members representing the interests of the Scale Sailing Members.

d. The Executive Committee shall be empowered to appoint Sub-Committees to attend to specific matters as needs arise and may co-opt any member to serve on such a Sub-Committee.

e. All members of the Executive Committee shall retire Annually at the close of the Annual General Meeting following that at which they were elected. Retiring members of the Executive Committee shall be eligible for re-election.

f. The election of Executive Committee members at the Annual General Meeting shall be by a paper ballot. Written nominations, bearing the signatures of the Proposer and Seconder(s) and including the written assent of the Nominee shall be submitted to the Honorary Secretary at least seven clear days before the date of the Annual General Meeting.

g. In the event of insufficient nominations being received to ensure that the Executive Committee maintains it's constituted numbers, the Executive Committee is empowered to fill the vacant posts by co-option.

h. An Executive Committee member who is absent for two consecutive meetings without an apology being tendered and accepted may be deemed to have withdrawn from the Committee. The Executive Committee shall be empowered to co-opt a replacement.

9. MEETINGS

The proceedings and business of the Club shall be conducted at:

a. ANNUAL GENERAL MEETINGS (AGM)

i. The AGM shall be held during the first two weeks of December and will be run within the normally accepted conduct of such meetings. The Secretary shall give all members written notice of the meeting at least 14 days in advance together with a copy of the Agenda and a general proxy voting form which shall be returned to him by those wishing to use them at least 24 hours before the time of the meeting.

ii. The Chair at the AGM shall be taken by the Commodore or in his/her absence by the Vice-Commodore.

iii. A quorum for an AGM shall be not less than 15% of the total current paid-up membership. Any proxy votes received in accordance with Rule 9.a.i above will be included in the total of members present.

iv. In the event of a quorum not being present, a further AGM will be called within 6 weeks.

v. With the exception of the election of the Officers and the Executive Committee in accordance with Rule 8.f above, voting at the AGM will normally be by a show of hands, but a paper ballot may be demanded by 2 or more members. In that event the Chair will nominate 2 of those present to act as scrutineers.

vi. Decisions at an AGM will be taken by means of a simple majority of the votes cast.

vii. The Chair may register only a casting vote.

b. EXTRAORDINARY GENERAL MEETINGS (EGM)

i. An EGM shall be called within 30 days of a written request to the Honorary Secretary signed by at least 5 voting members. The request shall include the reason(s) for the Meeting and the discussion and voting at such a meeting shall be strictly confined to that or those subjects.

ii. The Notice of meeting shall be displayed upon the Club Noticeboard and in addition the Honorary Secretary shall endeavour to inform as many members as possible in the time available.

iii. A quorum for an EGM shall consist of not less than 15% of the paid-up current membership.

iv. In all other respects an EGM will conform to the rules governing the conduct of an AGM detailed at Rule 9.a above.

c. EXECUTIVE COMMITTEE MEETINGS

i. The Chair at Executive Committee meetings shall be taken by the Commodore or, in his/her absence, by the Vice-Commodore.

ii. The Chair may exercise only a casting vote.

iii. Any Member may attend a meeting of the Executive Committee and take part in the discussions but will not be permitted to cast a vote.

iv. A quorum at an Executive Committee meeting shall comprise of four Committee Members, one of whom shall be a Flag Officer.

10. FINANCE

a. The Club Financial Year shall run from the first day of November annually and the books will be closed on the last day of October.

b. Control of the Club finances are the responsibility of the Executive Committee which is the only body permitted to authorise expenditure of Club funds (except in the case of Measuring and Registration matters, see Rule 13.a.ii below). It is also solely responsible for deciding Investment policy for Club Funds.

c. The Honorary Treasurer shall be responsible for keeping a record of all financial transactions. He/she shall:

i. Receive all monies paid into the Club Funds from all sources.

ii. Open and maintain a Bank Account or Accounts in the name of the Club into which all monies shall be paid. The Treasurer and either the Commodore or the Vice-Commodore shall sign cheque withdrawals.

iii. Submit an audited Receipts and Expenditure Account and Balance Sheet to each Annual General Meeting.

iv. Open and maintain any Building Society Account(s) or other Investment Accounts as instructed by the Management Committee. Withdrawal of Funds from such Accounts shall be authorised by the Treasurer and either the Commodore or Vice-Commodore.

v. Assist the Honorary Auditor in the preparation of the Annual Financial Report to the Annual General Meeting

d. The audit of the books and the verification of the Financial Report shall be performed by the person appointed Honorary Auditor by the Annual General Meeting.

11. SAILING MATTERS

a. All National & international racing events shall be conducted within the Rules as specified by the National Body. Other Open events and closed Club events may use any Local Rules as decided by the Sailing Committee.

b. So that the interests of the various Classes of Yacht recognised by the Club can be best served; the Executive Committee shall appoint Class Captains for each such Class.

c. The Class Captains shall be members of the Executive Committee in accordance with Rule 8.c.iii above, and will together, under the Chairmanship of the Sailing Secretary, form the Sailing Committee. This Committee shall be responsible for:

i. Drawing up the Club Annual Sailing Programme in consultation with the Scale Secretary.

ii. Arranging the sailing matters associated with all Club and Open Events including the appointment of the Officers of the Day, any Observers that may be required and the provision of any prizes.

iii. Collecting Race Fees from Competitors at events and paying such monies to the Honorary Treasurer.

iv. Liaising with the National Body and the District Organisation on all matters directly connected with sailing.

v. Ensuring that the equipment needed for racing (e.g. the starting apparatus and marker buoys) is maintained in operational condition and informing the Management Committee of any required expenditure.

vi. Ensuring that all trophy winners sign for that Trophy in a suitable record book so that all such trophies can be traced and available for presentation at subsequent events.

12. THE CLUB BUILDINGS

a. The Club Buildings and Club Property therein shall be the responsibility of the Executive Committee in accordance with Rule 8.b above. They shall:

i. Ensure that the Building and Property is insured adequately.

ii. Issue keys to Members at its discretion on the payment of a fee decided by the Annual General Meeting. These keys must be returned upon cessation of membership and the loss of keys must be reported to the Honorary Secretary as soon as possible. The member losing the key may be responsible for the cost of the replacement of the lock(s) and keys. In the interest of both security and safety, keys will not be issued to members under 18

years of age and no member shall be within the building(s) alone after dark.

iii. Allocate storage space for yachts in the boathouse upon the receipt of the annual berthing fee decided by the Annual General Meeting. **The Club or any Officer or member of the Management Committee shall not be responsible for the loss of or any damage to any yacht or boat stored upon the Club premises.**

iv. Ensure that boats and associated property belonging to lapsed members or for which no current berthing fee has been paid are removed from Club Property. Lapsed members will be served written notice to remove their boats and/or property. Any boat and/or property remaining within Club premises after a period of six calendar months from the date of such written notice without due cause will be deemed to have become Club property.

13. MEASURERS

a. Up to six Measurers shall be appointed Annually by the Annual General Meeting and will be registered with the National Body. They will be responsible for:

i. Measuring Class Yachts and ensuring that they comply with the current requirements.

ii. Collecting such measuring fees that may be agreed by the Annual General Meeting and recording the income from that source together with a record of any associated expenditure. The balance and the financial records shall be deposited annually with the Honorary Treasurer for inclusion in the Club Statement of Account.

iii. Maintaining the measuring equipment in good working order and informing the Executive Committee of any expenditure of funds that may be required.

iv. Ensuring that the Club copies of the Class Rules and Regulations are kept up to date and liaising with the Technical Secretary of the National Body or the Appropriate Class Association in the case of any query or the need for interpretation of those Rules.

14. ADDITIONS OR AMENDMENTS TO THESE RULES

a. Any addition or amendments to these Rules, properly proposed and seconded, must be submitted in writing for consideration and adoption by either an AGM or an EGM. Such proposals shall be displayed on the Club Noticeboard for at least 14 days prior to the date of the meeting.

15. RESOLUTION OF THESE RULES

a. These Rules were adopted by an Annual General Meeting of the Poole Radio Yacht Club held in December 1997 and became active from the close of that meeting. Requirements for a quorum at AGMs & EGMs modified by 2006 AGM.

b. Where these Rules and Regulations are silent the decision of the Management Committee shall be final.

c. All previous Rules and Regulations are hereby rescinded.