PANDAS Constitution

(Last Amended November 3/11/2026)

Words of masculine gender should be taken to include the feminine gender unless the context indicates otherwise.

GENERAL

1. The club shall be called ***Pontefract & District Aeromodellers (PANDAS)*** and will be affiliated to the British Model Flying Association.

2. The clubs principle aim shall be the promotion of safe and responsible model aircraft flying.

3. Alterations to the club constitution and rules can only be made at an Annual General Meeting or at an Extraordinary General Meeting called for that purpose. Any Proposed alterations to the constitution or rules must be submitted to the secretary in writing at least 14 days prior to the meeting.

MEMBERS

4. A "member" means any class of membership.

5. The club committee shall maintain a list of all current club members, and keep details of all members for a period of 6 years after their membership ends.

6. The Committee has the right to refuse membership to new applicants.

7. New members will be required to serve an initial probationary period of 12 months. During this time, they will not be eligible to serve on the Committee and may have their membership terminated at any time at the discretion of the Committee for unsatisfactory conduct.

8. Member subscription rates are displayed on the club website and membership application form. The annual subscription rates will be decided at the Annual General Meeting.

9. Subscriptions are due by 1st January each year. Any member, who has not paid their subscriptions for the ensuing year by 31st January, will be deemed to have left the club and will not be permitted to fly until their membership is renewed.

10. All club members who are not Social Members must be current members of the British Model Flying Association and must be able to provide evidence of such on request.

11. Existing PANDAS members who no longer fly and are not involved in any organising function within the club, can remain a club member and will be classed as a 'Social Member'. There will be no annual subscription fee (apart from any replacement field entry key costs) and no requirement to be a BMFA member. 'Social Members' will have no voting rights at club meetings. Social members must inform the club at membership renewal time that they wish to continue as a social member.

12. All members, without exception, must comply with all club rules. Failure to do so may result in disciplinary action by the Club which may lead to dismissal.

RULES, DISCIPLINE AND SAFETY

13. All club rules and regulations will be reviewed annually, and will be considered binding for 12 months, except where urgent action is required. This action must then be ratified by the members at the next general meeting.

14. Any complaint of misconduct concerning any member can made to the club secretary or chairperson. The details of the complaint must be made in writing and signed by the complainant(s) within 90 days of the alleged incident The complaint must then be addressed at a committee meeting within 28 days.

15. The committee will investigate any complaint or instances of misconduct in a timely manner, including obtaining witness testimony and inviting the person(s) involved to explain their actions if deemed necessary. Once the investigation is complete, the committee will hold a disciplinary panel meeting (consisting of a minimum of 3 committee members), to review the evidence / allegations and decide how to proceed. The committee may call witnesses and ask the accused to appear to explain their actions.

16. The committee may in exceptional circumstances in the interests of impartially / fairness, utilise an independent member of the BMFA who is not a club member to be a member of any disciplinary hearing panel.

17. Where an allegation of misconduct is made against a member, the member may be suspended from all club activities while an investigation is carried out.

18. Once the investigation is concluded and if the committee find the allegations to be substantiated, the committee have the following options available to resolve the matter:

A. Issue a verbal warning in which the member is made aware of his misconduct and what he is reasonably required to do to make amends.
B. Issue a written warning in which the member is made aware of his misconduct and what he is reasonably required to do to make amends.
C. Suspend the member from club activities including attendance at the club flying site, for a period not exceeding 30 days. This will be accompanied by a written warning in which the member is made aware of his misconduct and what he is reasonably required to do to make amends on return to the club.
D. Terminate the members club membership if the committee deem the misconduct is of such a serious nature that his continued club membership is deemed prejudicial to the values, safety and general wellbeing of the club & membership.

18. If the member fails to respond to A, B, or C in a satisfactory manner the termination of membership can be considered.

19. When the member is advised of withdrawal of his membership, he must be given the right of appeal. If he opts to appeal, this will be to the Club membership at an EGM which the Committee would call on his behalf at a previously agreed date and time. The motion to uphold the membership withdrawal or reverse it

must be in accordance with the voting procedures set out in the Club Constitution (majority vote of the persons present).

20. In the event of dismissal, the Committee will arrange for the member's current membership fee (excluding BMFA subscription) to be reimbursed in full.

FLYING

21. The Committee, Officers and Instructors, will be responsible for the running of the flying field at all times. Appointment to the position of Instructor or Examiner can only be made by a committee decision.

COMMITTEE STRUCTURE AND APPOINTMENTS

22. The Committee of the Club shall comprise of not less than 3 and no more than 9 members.

23. The Committee will meet throughout the year as necessary.

24. The Officers of the committee shall be a minimum of, Chairperson, Secretary & Treasurer.

25. One club member should be appointed annually as the clubs' BMFA Delegate who should represent the club at all relevant meetings.

26. All committee officers and committee members shall be elected at the Annual General Meeting to serve for a period of one year. Nominations for election or re-election as committee members or committee officers must be received by the Secretary no later than 14 days prior to the meeting. There is no limit to the number of times Committee members and committee officers may be nominated or elected.

27. In the event that the minimum number of committee officers or members is not elected at the AGM, nominations can be taken from eligible members present at the AGM.

28. Club members aged 18 or over who are not probationary members or social members are eligible to stand for election as committee members or committee officers.

29. The Committee will be elected by majority vote ballot from members present. No vote is required if there is only one nomination for any committee position. All current members who are not social members and junior members aged 16 years or older are eligible to vote.

30. Should a committee position become vacant, the Committee may, by a majority vote, co-opt a replacement eligible club member who will then serve until the following Annual General Meeting.

COMMITTEE ORGANISATION AND POWERS

31. Members elected to office will have full voting rights at all meetings. In the event of a tie the Chairperson will have a casting vote in addition to their initial standing vote.

32. The Committee are 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. Approval from the membership at an ordinary meeting must be sought for expenditure greater than £500.00.

33. The Secretary must be informed of any negotiations proposed by club members which affect the Club as a whole and copies of any written correspondence must be submitted to him for record purposes.

34. Any Committee Member or Officer wishing to resign must do so in writing.

35. The Committee may pay accounts and incur any normal liabilities on behalf of the club.

VOTING AND CONDUCT OF COMMITTEE MEETINGS

36. All proposals must be seconded and voted upon. A majority vote of those present is required to carry any proposal. In the event of a tie the Chairperson will have a casting vote in addition to their initial standing vote. The quorum for committee meetings is 50 percent of the committee members (rounded up) but no less than 3.

37. Voting will normally be by a show of hands. However, a secret ballot may be considered should any committee member request that this be done. Proxy and postal votes will not be permitted.

VOTING AND CONDUCT OF GENERAL MEETINGS, EGM & AGM

38. All proposals must be seconded and voted upon. A majority vote of those present is required to carry any proposal including proposals to alter this constitution. The quorum is 10 percent (rounded up) of the club membership.

39. Voting will normally be by a show of hands, however a secret ballot may be considered should any member request that this be done. Proxy and postal votes will not be permitted.

40. Amendments to proposals must be voted upon first.

41. Non club members may attend Club meetings as observers or as invited guests of the club. Any non-Club member may be asked to leave the meeting subject to approval from the Committee.

42. The Committee, through the Chairman has the power to ask a person to leave any meeting in the event of that person disrupting the meeting.

ANNUAL GENERAL MEETINGS

43. A date for the Annual General Meeting will be decided each year by the Committee. At least 28 days' notice of the meeting will be given to club members.

44. Annual subscriptions will be decided at the Annual General Meeting.

45. A competent individual (non-committee member) shall be elected by the Committee to carry out an independent examination of the accounts before the Annual General Meeting to verify that the balance sheet is correct and fairly represents the expenditure and receipts of the club, its assets and its liabilities.

EXTRAORDINARY GENERAL MEETINGS

46. The Secretary will convene an Extraordinary General Committee Meeting within 28 days on request from any officer of the Committee, stating the business to be discussed.

47. The Secretary will convene an Extraordinary General Meeting within 28 days on request from any member of the Committee, stating the business to be discussed.

48. The Secretary shall convene an Extraordinary General Meeting within 28 days on receipt of a request in writing, signed by at least 10% of the club membership, stating the business to be brought before the meeting.

49. Members must be given at least 14 days' notice of the Extraordinary General Meeting, the notice including the place, time and purpose / business of the meeting.

INSURANCE AND INDEMNITY

50. The club will hold both Civil and Employers Liability Insurance, provided through affiliation to the BMFA.

51. The club will hold officers and directors liability Insurance, provided through affiliation to the BMFA, to indemnify all committee members and club members if they incur any liability on behalf of the club.

52. In the event of a Committee Member being awarded damages or costs in the course of proceedings taken by him in his 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.

53. When there is a joint meeting between **Pontefract & District 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

54. Should it be considered necessary or desirable to dissolve the Club, the Committee will call an Extraordinary General Meeting. The members present will decide by a simple majority vote how to proceed.

55. 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 funds remaining can be held in trust by the BMFA for a period of ten years.

56. If the final accounts are less than required to refund the subscriptions to the members, the total money remaining can be held in trust by the BMFA for a period of ten years. All members will receive a final statement of accounts.

BMFA Note :- Upon dissolution where clubs place funds in trust with the BMFA it is held for up to 10 years and returned in the event the club is reformed. After 10 years the funds get transferred to the Development fund and used to further model flying in the UK.