



WATFORD WAYFARERS

MODEL AERO CLUB

Affiliated to the BMFA (Club No. 269)



Constitution and Rules

Constitution

1. The club shall be called “**Watford Wayfarers Model Aero Club**”, hereafter referred to as “The Club” and will be affiliated to the British Model Flying Association.
2. The Club’s principal aim shall be the promotion of safe and responsible model aircraft flying.
3. All members, without exception, must obey all club rules. Failure to do so may result in disciplinary action by the Club which may lead to termination of membership.
4. All members must be members of the British Model Flying Association and must be able to provide evidence of such on request. The only exception to this is for those members who play no active part in the club whatsoever; i.e. social members only.
5. When there is a joint meeting between the club and another club, the participating club must be able to provide evidence of adequate insurance cover well in advance of the event.
6. Members may invite guest fliers to the site by arrangement with a Committee Member but they must be BMFA insured and the club member must assume total responsibility for the actions and safety of the guest and their adherence to all club rules. Guests must fly under the supervision of instructors if their ability requires it, and such arrangements must be made in advance of the visit.
7. Spectators are allowed on the site by prior approval of a Committee member.
8. A “member” means any class of membership.
9. A member may be made an honorary member for extensive services to the club. Honorary members can only be created by a majority ballot of club members at a general meeting.
10. The Committee reserves the right to refuse membership to new applicants.
11. New members will be required to serve an initial probationary period of 6 months. During this time they will not be eligible to serve on the Committee and may have their membership terminated at the discretion of the Committee for unsatisfactory conduct.
12. New members’ subscriptions shall be subject to status, plus the joining fee as decided at the Annual General Meeting.
13. The Committee reserves the right to ask for a formal membership application if it so wishes.
14. Membership shall be renewed by 31st December. Any member applying for renewal after this date but before 31st March of the new year will be required to pay a late payment surcharge. Any member not renewing their membership by 31st March will be deemed to have left the club and be charged the joining fee, should they wish to re-join.
15. New members will be accepted throughout the year. Anybody joining after 30th June will be charged 50% of the club fees current in that year, plus the full joining fee.
16. All Fees paid will be non-returnable, except as detailed in section 20.
17. Field safety rules and regulations will be reviewed annually, and will be considered binding for 12 months, excepting where urgent action is required. This action must then be ratified by the Committee at the next club meeting or at a general meeting. The field safety rules are considered as a supplementary code to those laid out by the British Model Flying Association’s Members’ Handbook, compliance with which is mandatory within the club.

18. Any complaint concerning any member must be made in writing and signed by the complainant(s). The written complaint must then be forwarded to the Secretary so that the matter can be addressed at the next Committee meeting.
19. The Committee may impose a flying suspension not exceeding 30 days upon any member in the event of misconduct. Any suspension must be accompanied by a verbal and/or written warning as deemed appropriate in accordance with section 19.
20. The Committee may consider removal from the roll of members any member whose conduct on the field or elsewhere is considered to be prejudicial to the club. Termination of membership will be in accordance with the following procedure in order to comply with the laws of natural justice:
 - a. The member is to be given a verbal warning by an authorised Committee Member in which the member is made aware of his misdemeanour and what he is reasonably required to do to make amends.
 - b. If the member does not respond, he is to be given a written warning by an authorised Committee Member to advise him of his misdemeanour and what he is reasonably required to do to make amends.
 - c. If he still fails to respond, the Committee should invite him in writing to meet with them at a previously agreed date and time to discuss the situation, advising they are considering termination of his membership.
 - d. If he still fails to respond to reasoning or fails to attend without reasonable cause, the Committee can advise him in writing that his membership is terminated, stating the reasons why this decision was reached.
 - e. When the member is advised of termination 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 termination or reverse it must be in accordance with the voting procedures set out in the Club Constitution.

In the event of gross misconduct, immediate termination of membership without warning may be considered but the member must still be accorded his rights to present his case to the Committee and be given a right of appeal in accordance with sub-paragraphs c, d and e above.

In the event of termination of membership, the Committee will arrange for the member's current membership fee to be reimbursed in full. (Note: This is the only exception to section 15)

21. Any alteration to this Constitution can only be made at a General Meeting called for the purpose. Any proposed alterations must be submitted to the Secretary, in writing, at least 14 days prior to the meeting.

Flying

22. The Committee, Officers and Instructors, will be responsible for the running of the flying fields at all times. Appointments to the positions of Instructor or Examiner can only be made by a Committee decision.
23. All members will be encouraged to pass BMFA "A" and "B" certificates.
24. Any member whose flying standards drop below a reasonable safety standard will be required to undertake further training, until the desired standards of flying are met.

Committee

25. The Committee of the Club shall comprise not more than (10) members, including the Executive Officers. A quorum of any Committee meeting shall consist of a majority of Committee members.
26. The Executive Officers shall consist of the Chairman, Secretary and Treasurer.
27. At least two members of the Committee shall come from the fixed wing section of the Club, and at least two from the Helicopter section.
28. One Club member will be appointed annually as the Club's BMFA Delegate, who should represent the Club at all relevant meetings.
29. Committee members shall be elected from nominations made at the Annual General Meeting, to serve for a period of one year. Any Committee member seeking re-election for a further term must be re-nominated. The Committee will be elected by majority vote by a show of hands from eligible members present.
30. Should a Committee position become vacant, the Committee may co-opt a replacement who will then serve until the following Annual General Meeting. The co-option must be supported by a majority vote of the Committee members.
31. Members elected to office will have full voting rights at all meetings. In the event of a tie, the Chairman will have a casting vote.
32. The Executive Officers reserve the right to carry out negotiations and make decisions in the interest of the Club, or on behalf of the membership, where necessary, without consulting the other Committee members.
33. Each Executive Officer is required to submit a sample of his signature for banking reference purposes.
34. Money may only be drawn from the Club funds with the approval of two Executive Officers.
35. The Secretary will receive an annual honorarium to cover out of pocket expenses not covered under the normal conditions of withdrawal from club funds, the amount of which will be decided at the Annual General Meeting. He may also present a quarterly claim towards telephone costs for consideration by the Committee.
36. No member of the Committee or Officer of the club may be a Committee Member or Officer of another model flying club.
37. Any Committee Member or Officer wishing to resign should do so in writing.
38. Any member of the Committee who is absent from three consecutive Committee meetings without reasonable cause will automatically forfeit his seat on the Committee.
39. The Committee may pay accounts and incur any normal liabilities on behalf of the club. If a Committee Member engages or becomes involved in court proceedings, whether criminal or civil in his representative capacity on behalf of the club, as opposed to his capacity as a private individual, the club will indemnify the Committee Member in respect of any fines or damages or costs awarded against the Committee Member, up to a maximum of 75% of available Club funds.
40. 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.
41. The Club's Financial Year shall be from the 1st of November until the 31st of October.

Voting and Conduct of Meetings

42. All meetings will be agendered and minuted. Any other business at General Meetings must be submitted in writing prior to the start of the meeting.

43. A quorum of any General Meeting is to be at least one quarter of the eligible membership. Should a quorum fail to appear, the meeting will be adjourned and a further General Meeting must be called. The second meeting will proceed even if a quorum is not present and the motion will then be carried by a simple majority vote.
44. Voting will normally be by show of hands. However a secret ballot must be taken should any member request that this be done. Proxy and postal votes will not be allowed.
45. All proposals must be seconded before being voted upon. A majority vote is required to carry any proposal.
46. Amendments to proposals must be voted upon first.
47. Non committee members may attend committee meetings as observers by applying to the Secretary at least 14 days before the meeting. Any non Committee Member may be asked to leave the meeting at the request of the Committee.
48. Non club members may attend Club meetings as observers or invited guests of the club. Any non Club member may be asked to leave the meeting at the request of the Committee.
49. 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.
50. Patrons of the club have no voting rights but are free to attend all club meetings.

Annual General Meetings

51. The Annual General Meeting of the Club shall be held no later than the last Thursday in November.
52. Annual subscriptions, the late payment surcharge and the joining fee will be decided by the Committee prior to the Annual General Meeting. An increase in subscriptions or fees of more than 10% in any year must be approved by the members at the Annual General Meeting.
53. The Executive Officers will prepare accounts to be presented to the Annual General Meeting.

Extraordinary Meetings

54. The Secretary will convene an Extraordinary Committee Meeting within 21 days on request from any of the Executive Officers, stating the business to be discussed.
55. The Secretary shall convene an Extraordinary General Meeting of the club by a resolution of the Committee by giving 21 days notice to all members stating the business to be discussed.
56. The Secretary shall convene an Extraordinary General Meeting of the club on receipt of a request in writing signed by not less than 15 members of the club, stating the business to be brought before the meeting, by giving 21 days notice to all members stating the business to be discussed.
57. When a request for a meeting is made in accordance with Article 55 and it is not called within 28 days, the requisitioners may themselves convene an Extraordinary General Meeting of the Club by giving 21 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 Committee.

Dissolution of the Club

58. Should it be considered necessary or desirable to dissolve the Club, the Committee will call an Extraordinary General Meeting. Should a quorum fail to appear, the meeting will be adjourned and a further EGM must be called. The second meeting will proceed even if a quorum is not present and the motion will then be carried by a simple majority vote.

59. On dissolution and after the sale of assets and settlement of all outstanding debts, the funds remaining will be donated to the RAF Benevolent Fund. All members will receive a final statement of accounts.

Junior Members

60. A Junior Member is defined as being under 18 years of age on the 31st of December.

61. A responsible adult is defined as a senior member or parent/guardian who has the experience commensurate with the type and degree of supervision required.

62. Junior members must be supervised at all times by a responsible adult. The level of supervision is to be commensurate with the junior member's age, maturity, capabilities and levels of experience.

63. Junior members under the age of 14 years shall not start an engine or carry a model with the engine running unless they are supervised by a responsible adult.

64. No junior member under the age of 14 years shall fly a model aircraft unless supervised by a responsible adult **or** the junior member holds the minimum of a BMFA Achievement Scheme "A" certificate **and** has been authorised to do so by the Club Committee.

65. No senior member is to be expected to assume responsibility for a junior member unless he/she has been specifically requested to do so by the junior member's parent/guardian. If required to do so, he/she is to assume complete and total responsibility for the junior member whilst he/she is in their charge.

66. Notwithstanding the requirements of Paragraph 66, should a member discover a junior member is unsupervised he/she must assume responsibility for the junior member's safety in the first instance. The situation should then be rectified as soon as possible by seeking out the junior member's parent/guardian/nominated supervisor. Any instance of such an occurrence is to be reported to the Committee as soon as possible.

67. Whilst supervising junior members, senior members should be aware of the requirements of The Children Act (1989) and avoid placing themselves in a position that could be open to misinterpretation or question. A leaflet giving advice is available from the BMFA Leicester Office or from the Club Secretary.

General Safety Rules

68. All fliers must observe field discipline and comply with the Air Navigation Order, all relevant BMFA safety codes as contained within the BMFA Members' Handbook and Civil Aviation publication (CAP) 658.

69. On matters of field safety needing an immediate decision, the responsibility lies with instructors, an Executive Officer, or two committee members, in that order. Any instructions must be accepted without dissent. However, should a member believe the instructions to be wrong, then he should bring this to the attention of the Committee through section 17 of the Constitution

70. Due consideration must be given at all times to trainee or novice pilots. In the event that the pleasure or concentration of a pilot is affected by the flying style of another, precedence will be given to the pilot who was airborne first. Intimidating flying of any sort is not permitted. Dangerous or irresponsible flying so judged by two members will result in the pilot being grounded. Persistent inconsiderate flying may result in the pilot being banned from Club flying sites.

71. All flying is to be done in the designated areas only. **Flying over or behind the pit areas is not permitted.**

72. Cars must be parked in the designated parking areas. Under no circumstances may vehicles be driven on any other area of land.

73. All fliers must observe the established flight line and stand in the designated area whilst flying. Any variation to suit daily conditions may be made by those members present. Any spectators must remain in the spectators' area whilst flying is in progress.
74. Any person wishing to enter or cross the runway area must seek clearance from any pilots flying at the time before doing so.
75. The frequency allocation system in use is the "**peg on**" pegboard system for non spread-spectrum radios, and must be used at all times.
76. Before switching on, the pilot must ensure that he is operating on the frequency he believes he is on and must display the appropriate frequency pennant on his transmitter.
77. Frequency numbers must be called out before a non spread-spectrum transmitter is switched on.
78. All telescopic transmitter aerials must remain retracted unless the model is being flown. The flight is defined from the point of release to when the engine is stopped or the model is restrained.
79. Transmitters should not be taken away from the flight line when retrieving an aircraft, unless to do so would aid retrieval of the model. In this instance the matter should be brought to the attention of the other pilots so that this may be carried out without the risk of over-flying the transmitter.
80. Should an aircraft go out of control, the first priority must be the safety of persons with the second being avoidance of damage to property. A warning is to be shouted by the pilot which is to be taken up by other members.
81. In the event of an unexplained loss of control of a model, all transmitters are to be impounded and checked to ensure they are operating on their declared frequency.
82. Appropriate use should be made of all available pit area, and under no circumstances should engines be set up in the immediate vicinity of the pilots who are flying at that time. Where practical, models should face outward from the pit area.
83. Under no circumstances must an engine be run unless all persons are behind the line of the propeller with the exception of the person starting the engine. When carrying out power checks all persons including the pilot/mechanic are to be behind the line of the propeller.
84. Models having their engines run in on the ground must not be left unattended whilst the engine is running.
85. Models should be adequately restrained whilst being started.
86. All operational failsafes in use on powered models must set the throttle to tick-over, not hold, (stopped in the case of electric power) regardless of the other control operations governed by the failsafe. Particular care must be taken when operating on Pulse Code Modulation (PCM) or when swapping from normal modulation (PPM) to PCM to ensure that the Failsafe is correctly programmed.
87. Members must ensure that they comply with the D of E Noise Code for the Minimisation of Noise from Model Aircraft. "Add on" silencers and "quiet" propellers should be fitted unless the model emits below 82 decibels at 7 metres without them. Notwithstanding this, if, in the opinion of the Committee, a model is excessively noisy in the air, then it is to be grounded until rectified.
88. Mobile telephones should not be kept in close proximity to computerised transmitters and must not be taken onto the flight line.
89. No smoking is permitted in the vicinity of inflammable fuels and materials.
90. Any accident involving a third party or another member must be reported to the clubs BMFA Delegate as soon as possible, who will then inform the Executive Officers.

91. No children, 14 years or under, are allowed on the flying field site unless closely supervised at all times by their parent or guardian.
92. No dogs are allowed at the flying field unless kept on a lead or tethered.
93. Members shall remove any litter, aircraft parts and rubbish from the site at the end of each flying session. All members are responsible for checking that the site is clear at the end of the day and that any field gates are closed and locked if applicable.
94. Any damage to aircraft on the flying area caused by articles left by members shall be made good by those who left the objects in the area. In disputed cases the committee will adjudicate.
95. Flights by all aircraft must commence and finish from the take off area and not from the pits.
96. Novice pilots are NOT to fly models or operate radio equipment without the supervision of an experienced pilot.
97. Range checks and correct failsafe operation must be carried out before each flying session.
98. Models **MUST NOT BE FLOWN**, if the control system is not working perfectly on the ground.
99. Full and free movement must be checked of each control in the expected direction before each flight and checked again with the engine running just before take off.
100. Members are recommended to carry a First Aid kit in their cars when attending the Club fields.

Additional flying site safety rules and regulations are set out in separate documents – Bedmond Rules & Bovingdon Rules - see Article 17 above.

Adopted 28th November 2013

Bovingdon Safety Rules & Regulations

In addition to the general safety rules set out in the club's constitution, the following specific safety rules & regulations relating to the Bovingdon flying site have equal force as set out in paragraph 16 of the constitution.



Flying times

Monday to Sunday – 10am to 8pm (except for the months of June, July and August when flying must terminate before 10pm)

Security

There are two gates which may be locked (See diagram). On each gate there are two locks linked by two pieces of chain. One lock on each belongs to the club and the other belongs to the land owner. Each lock must connect to both chains so that either lock can be opened and release the gate. Our lock must NEVER be linked through either the other lock or to the two ends of the same chain as this prevents the other lock from opening the loop.

The gates may be found open or locked. Please leave the gates as you find them but, if you find them open and you are in any doubt whether they should be, please lock them. A simple test is that if the gates are open then the club locks should still be locked.

Bovingdon Safety Rules & Regulations

Member's must carry their membership card at all times and produce it if asked to do so by the landowner.

Speed

On the shared track marked red in the diagram, never exceed walking pace and be prepared to stop and give way to horses.

On the farm, the speed limit is 10 mph except in the vicinity of the portakabins where it is 5mph. Beware of children playing and animals running loose in this area, particularly if the weather is fine.

Route

The route between the portakabins and the flying site is also shown in green. The track has just been resurfaced (Feb 2014) and is in very good condition. Please drive carefully and help to keep it in good condition.

As you approach the flying field you will have to drive either under the end of the flying zone. Drivers must take great care and never assume that any pilots flying at the time have noticed that you are there. If in doubt, stop and wait for models to land before driving through.

Parking

Normally, parking is along and front into the edge of the wood, either side of the club hut. Please do not park in front of the hut.

If ground conditions require it, parking may be moved to an alternative position and this will be advised by email.

Take great care arriving and leaving the parking area as you will probably have to drive through the pits area and there may well be models on the ground and people preoccupied with what they are doing. Keep to a slow walking pace in the vicinity of the pits.

Peg board

The first arrival on the day should set out the peg board. The last person to leave has responsibility for making sure that the club hut is locked and the key is in its place.

Flying

No more than 5 powered aircraft are to be flown at any one time.

We are lucky that we are not restricted as to where you may fly. However, models must never be flown nearer than the edge of the mown strips i.e. nowhere over the area between the mown strips and the parked cars. This applies to both strips.

Pilots should preferably not fly to the left of the strip beyond the line of trees alongside the green track and must never fly near to the farm buildings. Pilots of larger or noisier models should be aware that there are farm buildings in the valley to the right.

Pilots must stand within the pilots' box when flying. This ensures that all calls can be heard between pilots and that the view, particularly for pilots landing, isn't obstructed.

Bovingdon Safety Rules & Regulations

Taking a transmitter onto the mown strip before take-off or for recovery after landing is permitted. Taking a transmitter beyond the mown strip (e.g. to recover a downed model), requires more care and it is good practice to leave the transmitter on the table provided behind the pilots' box. If it is the intention to take the transmitter to search for a model then this fact must be made clear to other fliers and, in the case of a 35 MHz transmitter, this should only be done once all other pilots flying on 35MHz have landed.

If possible electric models should either be fitted with a switch to allow isolation of the motor from the battery or throttle cut should be programmed on the transmitter to achieve this.

It is recommended that members do not attempt to carry both a transmitter and a model with a running I/c engine. Please seek help to carry one or other.

The recommended method for carrying a transmitter which is connected to a live model, is for the throttle stick to be held shut with a thumb or other finger.

If you land (crash) in the field opposite or to the right of the main strip, please remember when retrieving your model that these fields do not belong to Berry Farm and you are technically trespassing. Take care not to damage any crops and make sure you remove all debris.

Members entering onto the farmland do so at their own risk. No liability will be accepted by the owner of the land or by the committee of Watford Wayfarers Model Aero Club.

For safety reasons it is recommended that **no person should fly on their own.**

Taxying and hand-launching of models

Models may be taxied out on the mown taxi strips (two strips between the pits and the main flying strip and one between the pits and the side strip) unless the pilots' box is occupied in which case taxying may only commence beyond the pilots' box..

Models may be taxied, with care, to the edge of the mown strip but no further. They must not be taxied towards or in the pits.

Hand-launching of models must be done from the edge of the flying strip, away from the pilots' box.

Flying standards

In order to fly solo a member must have attained the BMFA A certificate as a minimum. Members not having achieved this level must fly with an approved club instructor present. Members as at 26th February 2015 who have not attained an A certificate may, with the approval of the chief instructor, continue to fly solo until 31st December 2016 after which time they will be subject to the standard rule as set out above.

Models

All models are to be thoroughly checked before they are flown to ensure they are suitable to fly. This check should include a range check before the first flight of the day by each model and occasionally, a failsafe check. The club may perform random spot checks on model failsafes.

If an approved club instructor deems a model to be unsafe then the model must not be flown until necessary remedial work is carried out. If the owning member wishes to dispute the matter then they may appeal to the chief instructor whose decision will be final.

Bovingdon Safety Rules & Regulations

Ducted fan models may be flown providing they comply with the 82dBa noise regulations.

Gas turbine models are not permitted to be flown on this site unless at the time of an organised event and as approved by the committee. Free-flight models are not permitted.

Training

Only approved club instructors may supervise members or guests who have not attained the BMFA A certificate. Members who are not instructors must not fly with any trainee using the buddy lead system.

Trainees who fly using the buddy lead system are responsible for ensuring that a second, compatible radio is available.

Tuesday evenings from April to September are designated training evenings and priority will be given to trainees wanting to fly. At these times no more than two models are to be flown at any one time.

Club hut

The club hut is open to all members and the facilities are available to all. If you want to make a hot drink during the day, think about taking water with you as there is no guarantee that there will be any there although there usually is. The tea, coffee etc. are funded by the club.

Please always wash up any cups etc. that you have used and take any rubbish away with you.

The last person to leave should check that the hut is locked and the key put in its place.

Grass cutting

In order to keep the mower in good order and minimise unnecessary maintenance, only authorised members may use the mower.

Children and pets

We only have a right to be on the land comprising the flying site. Children must be kept under close supervision at all times and dogs must be either kept on a lead or in your car.

Bedmond Safety Rules & Regulations

In addition to the general safety rules set out in the club's constitution, the following specific safety rules & regulations relating to the Bedmond flying site have equal force as set out in Article 16 of the constitution.

Flying times

Monday to Saturday – 8am to 7pm

Sundays and Bank Holidays – 10am to 6pm

Security

The site access gates must be kept locked shut at all times.

Member's must carry their membership cards at all times and produce it if asked to do so by the landowner.

No fly zones

No flying is permitted in the pits area or behind other pilots.

Pilot's box

When flying, pilots should stand within easy earshot of each other to ensure that communications between pilots is not compromised.

Flying

No more than 4 helicopters are to be flown at any one time. A further 2 models may be flown providing they are only hovering.

For safety reasons it is recommended that **no person should fly on their own.**