

Soar Valley Model Railway Club – A Not for Profit Unincorporated Society

RULES OF THE CLUB

1. The name of the club is the Soar Valley Model Railway Club (hereafter called the Club)
2. The aim of the club is to build models and construct railway layouts for the benefit of all members, with the view to exhibiting.
3. Membership procedure
 - (a) Application form to be completed by prospective member, proposed and seconded by full members, presented with membership fee and annual subscription (or part as appropriate).
 - (b) Application to be considered at the earliest convenient committee meeting.
 - (c) Committee decision is final for acceptance of membership either as,
 1. Full Member or 2. Concessionary Member or 3. Associate Member, (Appendix 1). In the event of the application being rejected any fees paid will be reimbursed.
 - (d) Membership is open to persons over the age of twelve years, junior members under the age of eighteen will require written parental consent in accordance with the SVMRC Child Protection Policy document. However, children under the age of twelve would be welcome as visitors provided they are accompanied by a parent or guardian.
 - (e) Date of membership as date of application, short period (Day) membership will be also available to any person entitled to attend a function organised by or on behalf of the Club. Such members will not be entitled to operate or interfere with any of the club equipment without prior permission of a committee member. Day membership subscription are due on the day to which that membership applies.
 - (f) All new members accepted will be given six months probationary membership from the date of application. Membership will be reviewed by the committee after the probationary period. All membership rejections have the right to appeal in writing to the secretary within fourteen days of refusal. Any such appeal will be considered by the membership in accordance with AGM procedures. If not accepted rule six may be applicable at the discretion of the committee.
 - (g) If any member is reported in writing to the committee for a serious breach of Club rules of the Club constitution, or law of the land regarding theft, damage or vandalism to the Clubs property, gross personal abuse, or bring the Club into disrepute, they shall be called to appear in front of the committee and officers to explain their actions. Should that member be a committee member or one of the officers of the Club, their position shall be temporary suspended and the hearing will be in the presence of the remaining committee and officers. If the available committee and officers vote unanimously to terminate the membership of the accused, and then he or she shall be given the option of appealing to the whole membership, whose decision will be recorded by secret ballot to be counted in accordance with AGM procedures. The appeal must be lodged in writing to the secretary within fourteen days of the decision of the committee and the officers. Greater than fifty per cent of the return votes will decide and no further appeal will be allowed, and should that member be expelled, he or she will be ordered to return any properties belonging to the Club which may be in his or her possession, and all rights within the Club rules shall be forfeited. If the accused is acquitted of the charges at the original hearing of the subsequent appeal and the accused is either a suspended officer of committee member, the suspension shall be squashed.

4. (a) The annual subscription and membership review will be presented by the treasurer during the second or third week in March, for approval by the committee.

(b) All members to be advised of the annual subscription review at least thirty days prior to, the commencement of the financial year, (1st May).

5. (a) Annual subscriptions become due on 1st May. No member whose subscription is unpaid after this date is entitled to any of the privileges of membership, and if the member shall fail to pay outstanding subscriptions by two months after the due date his or her name shall be automatically erased from the register except in exceptional circumstances. Acceptance back on the register will be dependent upon a new application and payment of back arrears.

(b) A member may resign on giving notice in writing to the Secretary, and any member whose resignation has been accepted or whose membership has lapsed and who wishes again to become a member must be proposed in the ordinary way, as he or she had never been a member. A member leaving the Club shall not be entitled to receive back any money which may have been paid to the Club or on account of the Club, during his or her membership, or have any claim against the Club.

6. With the exception of circumstances referred to in rule 3 clause (c), no refund of any kind will be paid to any member who ceases to be a member of the Club.

7. The financial year of the Club will be 1st May to 30th April.

8. AGM & EGM

(a) The annual general meeting is to be held during the first week of June (Appendix 2)

(b) All members to be given at least 30 days' notice of AGM or EGM.

(c) The quorum for AGM or EGM shall be 25% of the membership.

(d) Officers to be elected at the AGM consist of, Chairman, Vice Chairman, Secretary, Treasurer and four committee members. In the event of the total Club membership exceeding 40, additional committee members to be elected on a ratio of one committee member for every ten members or part there to a total of six. Nominees to be at least eighteen years of age (Appendix 3).

(e) The honorary position of President to be chosen by the outgoing committee and be announced in the Chairman's report at the AGM. The term of office will be of one year. Duties consist of oversight of the constitution, chairing the AGM and EGM and to attend committee meetings in a consultative capacity only.

(f) In the event of a tie for any position of office a second ballot of those members present plus postal votes already cast shall decide. If still no decision and after the tied members have been asked if they wish to stand down, the matter shall be decided on the toss of a coin.

(g) Nominations of officers and committee. At least 30 days before the AGM a notice of nominations will be posted in the Club room. Nominations must be made on this list no later than 10 days before the AGM. If no nominations are made by this date, then nominations may be made at the AGM. If no nominations are received another 30 days will be allowed, failing this then provisions of rule 9 will apply. Postal nomination can be submitted to the Honorary Secretary but must be posted before due date.

(h) Any proposed changes to the rules must be in writing and in the hands of the secretary at least 40 days prior to the AGM and posted on the notice board.

- (i) To call an EGM at least ten members must petition. Meeting to be chaired by the President.
 - (j) To call a General Meeting not covered by AGM or EGM at least five members must petition. Meeting to be chaired by the Chairman or Vice Chairman.
 - (k) Other matters appropriate to the AGM must be proposed and seconded for the inclusion in the agenda item eight, (see Appendix 2), at least 40 days prior to the AGM and posted on the Club notice board.
 - (l) Any other business to be at the chairman of the meetings discretion.
9. (a) If during the year a position on the committee or executive becomes vacant for whatever reason, the remaining committee members may co-opt a member to fill the vacancy for the remaining period of office.
- (b) An executive officer without prejudice, is allowed to make an approach to a suitable person who could fill a vacant position on the committee or executive.
10. Any complaints or suggestions to be made in writing with the name of the person making same and brought to the attention of the committee.
11. In case of any dispute, the committee decision will be taken as final, except where rule three clause (g) applies.
12. Honorary life / fixed term honorary membership shall be decided at an AGM.
13. Intellectual Property
Members grant to the Club a perpetual, royalty – free licence to use all designs, drawings, layout artwork and other know-how produced by a member during membership of the Club in pursuance of the objects and aims of the Club for whatever purpose the Club sees fit.
14. Physical Works and Personality
Members grant to the Club a perpetual right, free of charge, to retain possession of any models, works or other items handed to the Club in the course of the member’s membership for such period of time as the Club shall see fit, after which period the Club shall return such property to the member.
15. Upon dissolution of the Club for whatever reason, after all liabilities have been met under the “CY-PRES” rule any remaining funds should be donated to another similar “Unincorporated Model railway club” within the area.
16. Any financial responsibilities undertaken on behalf of the Soar Valley Model Railway Club by the treasurer or other elected officer, with knowledge and permission of the committee, shall be the ultimate responsibility of the said Club.

A copy of these rules must be displayed in prominent position in the Club room.

Appendix 1 Membership Categories

1(a) Life Members

Honorary life membership is awarded to members in appreciation of extensive service to the club. In accordance with rule 12 and are entitled to use the full facilities of the Club, including voting at AGM or EGM and holding committee positions in accordance with rule 8.

1(b) Full Members

Full members are entitled to use the full facilities of the Club, including running any of the clubs layouts, to using the library, together with free entry to any show/exhibition organised and run by the club. Members are entitled to vote at AGM or EGM and hold committee positions in accordance with rule 8.

1(c) Concessionary Members

Concessionary membership covers four differing groups, as follows: -

Membership is open to full senior members who through age, health reasons or residing a distance from the club would only visit on rare occasions, they would not as a rule be interested in running the layouts, but would want to retain a connection with the club and use the facilities available, in line with full members.

1(d) Concessionary membership is open to individuals being husbands, wives or partners of full members, who wish to be involved with the club as a family member, and be granted the same conditions as group 1(a).

1(e) Concessionary membership is open to juniors over twelve and under eighteen as laid down in the rules of the Club. Use facilities and layouts will be subject to conditions laid down by committee members and layout stewards. Members will be entitled to vote at AGM or EGM.

1(f) Associate membership is open to persons wishing to be associated with the club on a casual basis. Members are entitled to use the full facilities of the club but would not be eligible to vote or hold committee positions.

Children under 12 years of age

Children are welcome as per rule 3(d) provided they are accompanied by a parent or guardian who must be a full member of the club. Conditions as laid down in 1(e) above will apply, other than the entitlement to vote.

Appendix 2 AGM Agenda

- 1 Attendance and Apologies
- 2 Minutes of Previous Meeting
- 3 Matter Arising
- 4 Chairman's Report
- 5 Treasurer's Report
- 6 Election of Officers
- 7 Rule Changes
- 8 Other items appropriate to the AGM
- 9 AOB
- 10 Date of next AGM

Appendix 3 Committee to appoint the following officers

- 1 Child Protection Officer
- 2 Exhibition Co-ordinator
- 3 Librarian
- 4 Membership Secretary
- 5 Social Secretary
- 6 Site Maintenance Officers
- 7 Site Development Officers
- 8 Layout Stewards
- 9 Health and Safety Officer

Appendix 4 Committee Meetings

Committee meetings are open to all members but only committee members are entitled to vote.

Amended October 2021

Chairman

J.A. Elliott

Secretary

P. Leeming