



# **Club Constitution and Flying Rules**

December 2011

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2.0	June 09	Various details re frequency control and revised definition of the Test Flight.	Club Committee
2.1	Nov 10	Pits area and parking arrangements	Club Committee
2.11	Feb 11	Removal of models from pits area.	Club Committee
2.2	July 11	Revised Layout with new Cabin Location	Club Committee
2.3	Oct 11	Revisions to club constitution	AGM 2011
2.31	Oct 11	Updated site layout	Club Committee
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## Welcome to Avonvale MFC

Dear Member,

We extend a warm welcome to you from the *Avonvale Model Flying Club*, and hope that your membership is a long and enjoyable one.

We do not have many rules and regulations. However, due to the proximity of full size aircraft movements, these rules are for your and other's safety and the Club's continuing existence.

We ask that you keep this document in a safe place and carefully read the following Handbook, thoroughly familiarising yourself with it. Included in the handbook is a diagram map of Long Marston Airfield, showing the location of our flying site. You should study this in conjunction with the Flying and Safety Regulations. This Club is affiliated to the British Model Flying Association (BMFA) which requires that all club members also become members of that Association. You will appreciate therefore that each and every member is fully insured through that organisation. This will already have been dealt with at the time of your application for membership. You will in due course receive from the BMFA a member's handbook. This handbook should also be carefully read, particularly in relation to all matters of safety. **It is a condition of joining that you are expected to have read both the BMFA and Club Handbooks and therefore able to fully comply with their requirements.**

The airfield is in general terms available for flying up to 365 days a year. However, there are several occasions when other events are held on the airfield which preclude the flying of model aircraft. Details of these are shown on the club website ([www.avonvalemfc.co.uk](http://www.avonvalemfc.co.uk)), and circulated, as and when they become available, in the club newsletter. Short notice events, when possible, are shown to the Club's website and also circulated to those members with e-mail addresses.

We have an active committee who meet every three months. Dates and venues are published in the Club Newsletter and on the website. If you feel you wish to contribute further to your sport you are more than welcome to attend. It is best to call before a published date in case timings or locations have changed at short notice. We publish a Newsletter four times per year, and each should be shortly following a Committee meeting.

**Safe Flying!!**

The Committee

Avonvale Model Flying Club

## **Constitution**

1. The Club will be called The Avonvale Model Flying Club.
2. The primary object of the Club is to organise radio control model flying on a suitable site for the benefit of the membership. In addition the Club may organise such events as the membership request.
3. The Club shall be run on democratic principles with the Chairman having the casting vote at both Committee and General Meetings.
4. The Club Officers will consist of a Chairman, Vice Chairman, Secretary, Treasurer, Membership Secretary and a minimum of four Committee Members. These officers will be elected at each Annual General Meeting and nominations for any position should be forwarded to the Secretary suitably proposed and seconded by full Club Members not less than 14 days before the AGM.
5. An Annual General Meeting will be held during October to approve the Officers, Committee, fix the fees and subscriptions, approve a set of accounts for the previous year and generally give guidance to the new Officers and Committee about how they wish the Club to be run for the following year. All members will be notified in writing, of the time, date and venue of the AGM.
6. Subscriptions are due on the 1st November each year and members who have not paid by the 30th November will be deemed to have ceased their membership and will no longer be entitled to any benefits or privileges of membership (except in extreme cases of hardship, at the Committees discretion). All persons paying after 30th November must pay the joining fee. Persons joining part way through the year will be subject to the "new membership" sliding scale. Junior members (under 18 years of age) will not pay the joining fee and their subscriptions will be at a reduced rate.
7. One of the duties of the Officers and Committee is to maintain the "Flying and Safety Regulations" in a suitable form, and any person accepting membership will be deemed to have accepted all clauses of these Regulations and this Constitution.
8. The Committee and Officers at a duly formed Committee Meeting have the authority to cancel the Membership of any Member.
9. The Officers and Committee are empowered to act on behalf of the Club in any relevant matters and reach whatever agreements, leases, licenses or any other arrangement that they deem necessary.
10. The Officers and Committee may call an Extraordinary General Meeting any time by giving the Membership 14 days notice in writing, stating the time, date and venue. Ordinary Members may request an EGM provided they give to the Officers a petition stating clearly why the EGM is requested, and the petition has been endorsed by a minimum of 20 members, or a third of the membership, whichever is the lesser. Upon receipt of such a petition the Officers must call an EGM within 28 days, giving the Membership 14 days notice in writing stating the venue, date and time.
11. Persons applying for membership or renewal of membership, must fill in the approved Club Application Form and be prepared, if necessary, to attend a Committee Meeting. It is a condition of membership that all new members are treated as novices regarding their flying ability until they prove otherwise. (Refer to "Flying and Safety Regulations").
12. By accepting membership of the Club, all persons shall jointly and severally share all liabilities, monies, assets for which the Club is liable at law or is fortunate to possess.

In case of the Club being held legally liable for damages to a Third Party, the total membership on the date and time of the incident are those who must bear this liability in equal parts. However, since the Club became affiliated to the British Model Flying Association, each and every member is required to become a member of the Association, thus becoming insured against Third Party liabilities including Member to Member liability.

13. If there is any requirement to modify this Constitution the amendment must be properly presented and signed by a proposer and a seconder. It should be forwarded to the Officers not later than 14 days before an AGM or EGM. To amend the Constitution the Meeting must show a majority of two thirds to adopt any amendment.

14. A Committee Meeting must have present at least three Officers and two Committee Members to form a quorum.

15. Should it prove necessary to terminate the activities of the Club this can only be done through an AGM or EGM. The club's assets will be liquidated and distributed to the Warwickshire and Northampton Air Ambulance or its legal successor.

## Flying and Safety Regulations

1. Under normal conditions access to the flying site will be via No 3 runway, past the Aerolite Microlight centre (exercise extreme caution in all these areas, including crossing No 1 runway). Car hazard lights must be operated between the Aerolite Centre and the flying site car park. The right hand side (in each direction) of No.3 Runway must be used to access and depart our flying site. Cars will be parked on No 3 runway in the area shown on the attached map. **All cars are taken on to the Airfield at the driver's risk.** On the dates when the Drag Racing Track (No.1 Runway) is in use you will need to show your membership card to gain access to the site. Access to the flying site will again be via Aerolite and No. 3, runway, but crossing No.1 runway is prohibited. You will be diverted to the right along the "return track" to cross No.1 runway at the Northerly end, and then to the flying site via the perimeter track. The return track is of one vehicle width only – you must therefore await clearance before entering this route.
2. Members will only fly from the designated spot on the perimeter track, within the approximate airspace shown on the map attached to these regulations. Please note that you must avoid overflying the farm shown on the map
3. Members using the 35MHz band must display their frequency number on a pennant from their transmitter and put their Club Membership Card on the Frequency Peg Board in exchange for the Frequency Peg they require. Members using 2.4GHz must display their membership card on their person or on their flight box. Remember no membership card, no fly.
4. Only radio controlled models using legal 35MHz or 2.4GHz frequencies may be flown.
5. Effective silencers must be used to meet BMFA regulations, so that models do not create a noise nuisance.
6. When fetching models that have come to rest some distance from the flight line, the transmitter should be left "on" at the flight line in the care of others, thus minimising the likelihood of interference to other members' models. This precaution is not necessary for 2.4GHz equipment.
7. Cars must be parked in the designated area on the same side as the cabins.
8. Members must use the designated pits area to start IC engines and connect batteries.
9. Members must not allow models to take off behind any other member standing on or at the flight line. This will be strictly enforced in the interests of safety. All models must either be carried or restrained, preferably by another member, when moving between the pits and the take off area. Models must never be taxied, unrestrained, either towards the take off area or on return to the pits.
10. Trainees and New Members may only fly under the strict supervision of a competent Club Member, until an appointed Club Examiner signs the Club Membership Card to certify that the pilot has passed the BMFA "A" Test, and can demonstrate a full understanding of the local rules as described in this booklet.
11. In case of a full size aircraft movement close to the site, models will be either grounded, or flown to a safe holding area, and held there until the full size activity is clear. The pilot of the full size aircraft should be given a clear visual indication that it is safe to proceed. Full size always has priority.

12. Qualified Members wishing to bring visitors to the Club to fly should first contact a Committee Member to obtain permission, and no visitor may fly on more than three days before being expected to join the club, which, as regards insurance, is in accordance with BMFA requirements. It is the responsibility of the inviting Member to check, in appropriate cases, that the visitors insurance is adequate and to acquaint the visitor with these Club Safety Rules, and must be present always while that person flies.

13. Any instructions issued by the Airfield Controller (Mr A. Hodges) must be obeyed immediately without argument. Members are not entitled to undertake any negotiations on the Club's behalf with anyone, and any incident must be reported immediately to a Committee Member.

14. Members witnessing a violation of our designated flying space by other aircraft should report the incident to the Committee, stating date, time and details. It is also the responsibility of Members to report other Club Members who contravene Safety Regulations so that the Committee may take the necessary action to ensure safe flying for everyone. Models must not be flown near any "Full Size" activity.

15. For the benefit of the Club, the Officers and Committee will strictly enforce these Safety Regulations. In the first instance an infringement will be noted and a verbal warning will be given. On a second occasion the infringement will again be noted and a written warning issued by the Committee. A third infringement will incur a letter from the Chairman terminating membership of the Club. In the event of serious unsafe flying behaviour any two Officers and/or Committee Members are empowered to suspend any Member until the matter has been considered by the Committee.

### **Large Model Aircraft**

1. For Club purposes a large model aircraft is defined as any model which exceeds 7kg without fuel.

2. A large model pilot must hold the BMFA "B" Certificate for the type of aircraft he intends to fly.

3. The model must be carried or restrained on the way to, and back from, the flying area.

4. The model must be fitted with a failsafe device which in the event of radio failure, reduces the throttle control to tick-over or preferably cuts the engine.

5. Models of 20 kg or more must not be flown without prior consent of the committee. The model must have a CAA Exemption Certificate and may be flown provided a copy of the certificate is available for inspection at any time. Construction of such models and subsequent procedures for documentation are supervised and controlled by the Large Model Association.

### **Helicopters**

1. Helicopters should be flown at a safe distance from other flyers and their vehicles.

2. The flying site for helicopters should be agreed with the fixed wing flyers present on that day, and the helicopters should be carried to and from that position.

3. Mown Circles are available for trimming and hovering.

4. Helicopters may fly with fixed wing aircraft in the main flying area provided that the pilot is competent to fly the circuit.

## **Gas Turbines**

The following rules are based upon the joint BMFA/JMA joint safety code.

1. Always be aware that the impeller rotating at extremely high revolutions, could let go with disastrous results if the blades flew out of the airframe.
2. On start-up, the tail pipe must always be positioned down-wind and away from spectators and vehicles.
3. The model must be carried or restrained on the way to, or back from, the flying area.
4. All pilots proposing to fly gas-turbine-engined models must hold, as a minimum, the BMFA "B" Certificate for fixed wing aircraft.
5. The start-up box, or area, for turbine equipped aircraft, must be 5 metres or more away from other models and cars.
6. A fire extinguisher must be on hand and ready to use for turbines. No fire extinguisher no start up under any circumstances.
7. The pilot must have a helper, or wingman, who is familiar with the start up sequence and who can use the extinguisher if the need arises.
8. Gas turbine aircraft must have functional brakes.

## **The Test Flight (Going Solo)**

Before any new member, whether novice or experienced, will be allowed to fly solo at the airfield, they must satisfy the club that he can handle their model safely in situations that they could well find himself encountering, when flying on his own.

AMFC used the BMFA "A" Test to prove flying competency, together with questions on local flying rules.

The test may be taken on application to any AMFC Appointed Club Examiner. The candidate must successfully carry out the following flying test and reference to the BMFA Guidance Notes is very strongly recommended:

- (a) Carry out pre-flight checks as required by the BMFA Safety Codes.
- (b) Take off and complete a left (or right) hand circuit and overfly the take-off area.
- (c) Fly a 'figure of eight' course with the cross-over point in front of the pilot, height to be constant.
- (d) Fly a rectangular circuit and approach with appropriate use of the throttle and perform a landing on the designated landing area. If the engine stops during the landing the model may be retrieved and the engine restarted to enable the remaining parts of the test to be completed.
- (e) Take off and complete a left (or right) hand circuit and overfly the take-off area.
- (f) Fly a rectangular circuit at a constant height in the opposite direction to the landing circuit flown in (d).
- (g) Perform a simulated "dead stick" landing with the engine at idle, beginning at a safe height (approx. 200 ft) heading into wind over the take-off area, the landing to be made in a safe manner on the designated landing area.
- (h) Remove model and equipment from takeoff/landing area.
- (i) Complete post-flight checks required by the BMFA Safety Codes.

All manoeuvres must be carried out in front of the pilot and, depending on the wind direction, (c), (d) and (f) may be flown in the appropriate direction.

You must turn up for the test with a model that is capable of taking off on its own undercarriage or from a dolly. However, if, in the opinion of the Examiner, the surface of the flying area is such that a rolling take-off would not be possible, hand launches may be permitted.

In addition to the flying schedule, the candidate must answer correctly a minimum of five questions on safety matters, based on the BMFA Safety Codes for General Flying and AMFC Flying and Safety Rules.

### **Questions regarding AMFC “Flying and Safety Regulations”**

1. You are expected to be fully conversant about where you should park, where the flying boundaries are, and where you should stand to fly your model in any of the wind conditions that may prevail.
2. You are expected to be able to demonstrate that you can handle your model safely on the ground in the pit area, and not cause a nuisance or danger to other members. In addition you should show that your modelling capabilities provide you with a model and control system that is both safe and able to be operated correctly.
3. As we always have to stand on the one side of the peri-track, you have to be able to take off and land from both directions, allowing for the wind. To be able to prove this on the test day, when the wind will be only from one direction, you will be allowed to cross the peri-track, when safe to do so, and land your model while standing on the far side.

This test covers the basic minimum that we regard is necessary to fly safely on your own, and we would suggest that the learning process of model flying has now only just begun.

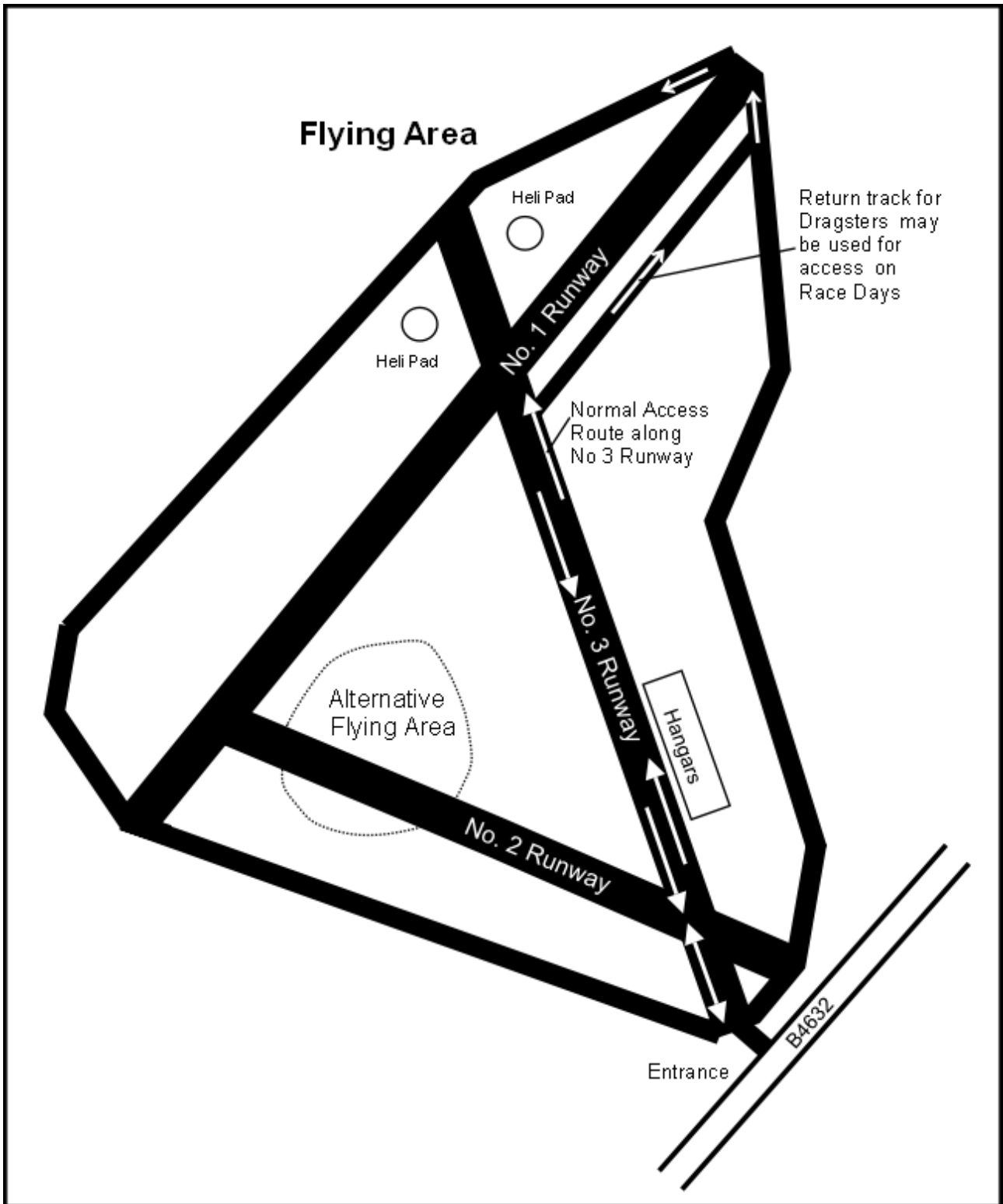
The test may be taken as often as necessary and you may continue to fly, under supervision, until you are cleared to fly solo.

Existing members already “signed off” are also welcome to take the test if they so wish to ensure that their own abilities are up to the required standard.

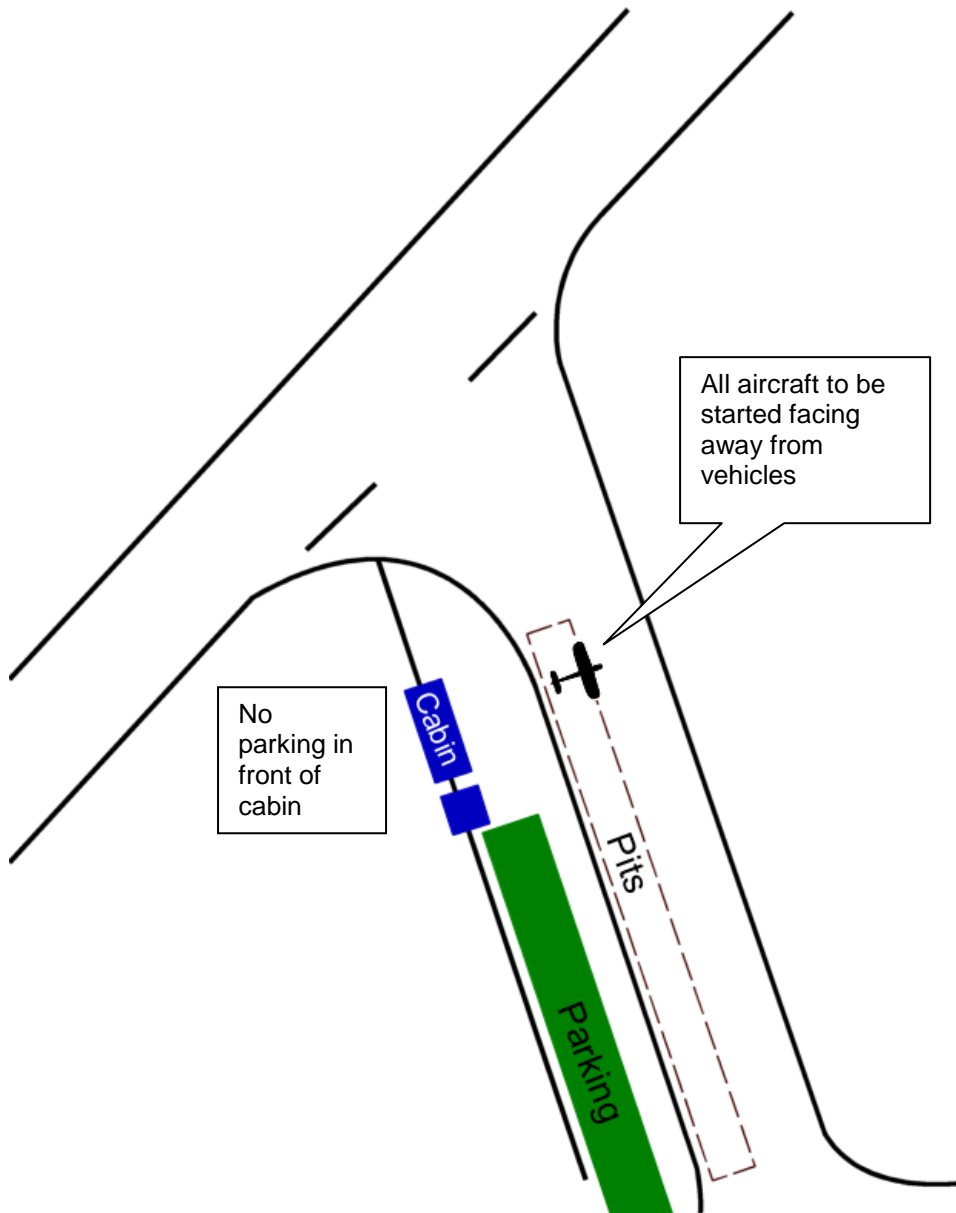
The Committee reserves the right, if and when they see necessary, to withdraw from any member the right to fly “solo” and ask them to undertake the test.

We do offer testing up to BMFA “B” Certificate standard and can arrange tests on our site as and when we receive requests. We strongly recommend this course of action.

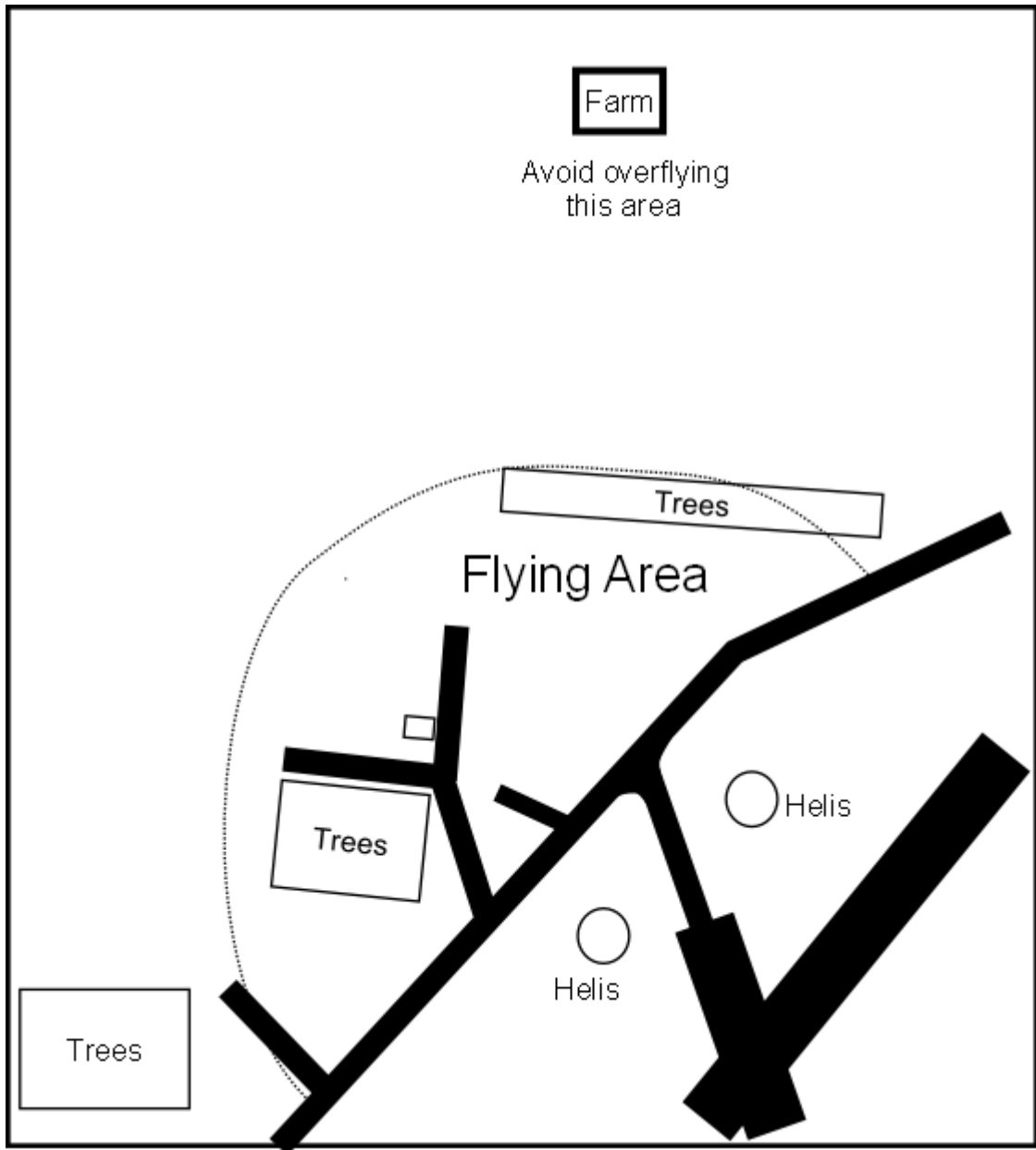
## Access to the Flying Site



# Flying Site Layout



# Flying Area



## **Appendix A – AMFC Policy on the Protection of Children and Vulnerable Adults**

**This policy is based on the guidance published by the British Model Flying Association (BMFA), and should be read in conjunction with the BMFA policy.**

1. Avonvale Model Flying Club (AMFC) is committed to the care and welfare of Children and Vulnerable Adults.
2. Responsibility for children and vulnerable adults is shared between the parents, guardians or carers and the club members.
3. All members, parents, guardians and carers are to comply with BMFA and club policies and guidelines for the promotion of welfare and care of children.
4. A junior member is defined as being under 18 years of age.
5. A vulnerable adult is defined as a person of 18 years of age or over but through mental or physical attributes requires a higher level of supervision than would normally be required for an adult member.
6. People under the age of 18 years and Vulnerable Adults are accepted into AMFC only with written permission of their Parent or Legal Guardian.
7. Junior members or vulnerable adults will not be permitted to attend the flying site without the presence of their parent, guardian or authorised carer.
8. 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.
9. A responsible adult is defined as a senior member or parent/guardian who has the clearance, experience, knowledge and training commensurate with the type and degree of supervision required.
10. No senior member is to be expected to assume responsibility for a child or a vulnerable adult unless he/she has been specifically requested to do so by the parent, guardian or carer. If required to do so, he/she is to assume complete and total responsibility for the child or vulnerable adult whilst he/she is in their charge.
11. Notwithstanding the requirements of the previous paragraph, should a member discover a child or vulnerable adult that is unsupervised then he/she must assume responsibility for that person's safety in the first instance. The situation should then be rectified as soon as possible by seeking out the parent, guardian, carer or nominated supervisor. Any instance of such an occurrence is to be reported to the club committee as soon as possible and a record made of the occurrence.
12. 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.
13. No child or vulnerable adult shall undertake any activity which might place him or her at risk. In any event prior consultation with their parent, guardian or carer must take place if there is any doubt on the member's abilities to undertake a specific activity.

14. Whilst supervising children or vulnerable adults, members should avoid placing themselves in a position that could be open to misinterpretation or question in accordance with BMFA policy. Remember, the policy is there to protect you as well as children and vulnerable adults.
15. Should any member, parent, guardian, carer or the person themselves have concerns about the welfare of children or vulnerable adults then he or she is to contact the Club Secretary.
16. All members are required to respect the rights and dignity of children and vulnerable adults and to promote their welfare. Caring is largely a matter of common sense provided everyone is clear on what is expected of them and a few simple principles are adhered to. It is not a responsibility to be feared but is, nevertheless, essential if we are to ensure that we are to be a club that offers opportunities for all.
17. Photographs of Junior Members or Vulnerable Adults must not be taken without the permission of their Parent or Legal Guardian.
18. Any AMFC member accused of, or suspected of inappropriate behaviour with a Junior Member or Vulnerable Adult will immediately be suspended from the club. Details of the incident will be referred to the appropriate authorities. The suspension will not be revoked until the matter has been fully resolved.