

MMFC CLUB RULES

GENERAL

1. The club shall be called Maidstone Model Flying Club (MMFC)
2. The clubs principal aim shall be to promote the safe and responsible operation of radio controlled model aircraft.
3. Applicants for membership must be proposed by a club member on the appropriate application form available from the club Secretary. Applications will be considered by the Committee and if accepted, the new member will be issued with membership record/club rules book and a B.M.F.A. members handbook, following payment of the membership fee.
4. If new members do not possess a B.M.F.A. 'A' or 'B' certificate of competency, a basic standard of flying ability, procedural knowledge and safety must be demonstrated before being allowed to fly unsupervised New members who require flying tuition will be introduced to a qualified instructor, who will endeavour to maintain a one-to-one instruction programme. Basic flying ability will involve taking off, flying straight and level, gradual turns, figure of eight manoeuvre, low-level approach to landing, landing, ground handling and switching off radio equipment in the correct order.
5. **All members, without exception,** must obey all club rules. Failure to do so may result in disciplinary action being instigated by the Committee.
6. All flying members must be affiliated to the British Model Flying Association and must be able to provide evidence of such on request. Where there is a joint meeting between M.M.F.C. and another club, each participating club must be able to provide evidence of adequate insurance cover well in advance of the event.
7. M.M.F.C members may invite guest flyers to the site on arrangement with the Committee but they must be B.M.F.A insured and the club member will assume total responsibility for the actions and safety of the guest. Guests must fly under the supervision of Instructors if their ability requires it and such arrangements must be made in advance of the visit, the same guest is allowed to fly on no more than three visits.
8. For membership classes refer to Amendments Page 26.
9. All 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 meeting or emergency meeting. These field safety rules are considered as a supplementary code to those laid out by the *British Model Flying Association* in their Members' Handbook; compliance with which is mandatory within M.M.F.C. to ensure that our insurance cover is not jeopardised.
10. Any complaint concerning any member will require four members to sign that complaint. The written complaint must then be handed to the secretary so that the matter can be brought up at the next meeting. Any club member may approach a Committee member to forward a verbal complaint, on their behalf at the Committee meeting.

11. Members who have allowed their subscriptions to lapse will not normally be asked to apply for membership. Members not renewed by 31st. December will be deemed to have left the club and if the membership is not full may re-apply for membership. A £10.00 rejoining fee will apply..
12. 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 for unsatisfactory conduct.
13. A member may be made a life member for extensive services to the club of any nature, wherein the members benefit from having such advice, services and presence of the life member. Life members can only be created by a majority ballot of all club members.
14. The Committee has the right to refuse membership to initial applicants.
15. To meet the laws of natural justice the following procedures should be followed, except in the case of gross misconduct when the Committee reserve the right to involk an immediate 'temporary withdrawal' of membership pending the outcome of an investigation:
 - 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 re-offends within 6 months of the verbal warning 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 withdrawal 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 withdrawn stating the reasons why this decision was reached.
 - e) When the member is advised of withdrawal of his membership, he must be given the right of appeal. If he opts to appeal, this would normally 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. If withdrawal of membership is upheld the remaining portion of the membership subscription is to be returned.
 - f) No member shall enter into a private arrangement with the owner of any of the club fields without first advising the committee.
16. Any alteration to this constitution can only be made at the AGM or at an EGM called for the purpose. 21 days notice being given in writing to all paid up members. Any proposed alterations must be submitted to the Secretary in writing at least 14 days prior to the meeting.
- FLYING**
17. The Committee, Officers and Instructors will be responsible for the running of the flying field at all times.

18. Appointment to the position of Instructor can only be made by the Committee following a recommendation from a current Instructor. Where no Instructors exist, new instructors can be authorised by the Committee.
Parents may instruct siblings, or vice versa, providing the party giving instruction is authorised by the Committee. B.M.F.A. 'A' and 'B' Certificate examinations will be carried out by two of the clubs Examiners. The "Instructors List" will be reviewed annually by the Committee.
19. All new flying members must attain the minimum standards of a 'A' Certificate before being allowed to fly unsupervised.
20. Any member, who's flying standard is deemed by the committee to fall below the required standard for the class of model he/she is operating, may be required to prove his/her competence to a senior club examiner before being allowed to continue flying that model without the close supervision of an instructor.

COMMITTEE

21. The Committee of the club shall be elected at the Annual General Meeting and shall comprise of not more than seven members. The Committee will be elected by a show of hands at the AGM from eligible members present who can fulfil the required commitments.
22. The Committee shall consist of the Chairman, Secretary, Treasurer, News Editor, Competition Secretary and two Lay Members.
23. The Committee having served an initial one year period must then stand for re-election.

24. 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.
25. The Committee 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 members.
26. Three Committee members are required to submit a sample of their signature for banking reference purposes.
27. Money may be withdrawn from the fund by cheque signed by one committee member up to and including £300.00. Two Committee signatures are required for sums in excess of this figure.
28. 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.
29. In the event of vacancies arising on the Committee between elections, paid up members may be co-opted to serve on the Committee by a majority vote from the Committee Members.
30. Any Committee Member or Officer wishing to resign should do so in writing.

MEETINGS

31. Voting will normally be by a show of hands, however a secret ballot must be taken should any member request that this be done. Proxy votes will not be allowed.

32. All proposals must be seconded and voted upon. The majority votes to be accepted.
33. Amendments to proposals must be voted upon first.
34. The Committee, through the Chairman has the power to ask a person to leave the meeting in the event of that person disrupting the meeting.

SPECIAL MEETINGS

35. Annual subscriptions will be decided at the Annual General Meeting.
36. Subscriptions are due by 31st December each year. Any member who has not paid the subscriptions for the ensuing year by this date, in whole, will not be allowed to fly until they have done so. The full insurance premium must have been paid plus a £10.00 rejoining fee before flying.
37. Any Committee member may convene a Committee Meeting, stating the business to be discussed.
38. The Secretary shall convene an Extraordinary General Meeting of the club by a resolution of the Committee stating the business to be brought before the meeting, of which 21 days notice has been given to all members in writing stating the business to be discussed.
39. The Secretary shall convene an Extraordinary General Meeting of the club on receipt of a request in writing signed by not less than seven members of the club, stating the business to be before the meeting, of which due notice will be given to all members.

40. A meeting so convened shall be within 28 days following the resolution or request received by the Secretary and the quorum for such a meeting shall be one quarter of the current club membership.
41. Should it be considered necessary or desirable to wind up the club, the Committee will call an Extraordinary General Meeting. Should a quorum fail to appear, the meeting will be adjourned, and a further E.G.M. 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. On winding up 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 will be distributed in equal shares to chosen charities. If the final accounts are less than required to refund the subscriptions to the members, the total money remaining will be donated to charity. All members will receive a final statement of accounts.
42. All notifications except that of the AGM/EGM and other relevant information, will be by newsletter and made available at club meetings.

MMFC CHARITY GUIDELINES

The club should wherever possible, support local charity events when asked. i.e. School Summer Fairs, Firework Displays, etc. whenever it is practicable to provide a 'relevant' display of what we do. Whether or not money changes hands largely depends on the circumstances around which the event is based. These conditions should be finalised well before the day of such an event. Only money raised at these events should be made available

to donate to 'worthy causes' if required. NO money will be diverted from members subscriptions or purchases etc.

FIELD / SAFETY RULES

1. All flyers must observe field discipline and comply with all relevant B.M.F.A. safety codes as contained within the members handbook along with Civil Aviation publication (CAP) 658 and the Air Navigation Order.
2. All flying is to be done in the designated areas only (refer to plans.) Overflying of the Pits Area should be avoided at all times.
3. All vehicles must be parked in the designated area and should not be driven onto the field when it is wet. Under NO circumstances should cars be driven on the runways.
4. All flyers must observe the established flightline and stand in the designated area whilst flying. Any variation to suit daily conditions may be made by the clubs safety officer. Any spectators must remain in the pits area whilst flying is in progress.
5. Any accident involving a third party must be reported to the clubs' Committee as soon as possible.
6. All transmitters are to be checked on an annual basis at any of the Clubs flying fields. Any transmitter found to be "Splattering" over onto other channels is not to be used until the fault has been rectified.

7. Frequency discs must be placed on the frequency board before the transmitter in question is switched on.
8. Any pilot not holding their 'A' Certificate must not fly unsupervised unless allowed by their Instructor or their specially appointed deputy if the instructors are absent from the field. If no Instructors are present at the site, any member holding the B.M.F.A. 'B' Certificate may act as an appointed deputy until an Instructor arrives.
9. 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.
10. Models having their engines "Run In" on the ground must be at a safe distance from the Pits and in a designated area and must not be left unattended whilst the engine is running.
11. On matters of field safety needing an immediate decision, the responsibility lies with instructors, or a Committee member in that order.
12. No dogs are allowed at the flying field.
13. Children must be closely supervised at all times and must not be allowed to run around the Pit Area or Runways.
14. Persons under the age of 18 are classified as Juniors and are subject to additional rules.
15. No senior club member shall assume the responsibility for a Junior member unless specifically requested and approved to do so since the parent, guardian or approved carer must assume total responsibility for the actions and welfare of the Junior member at all times.

16. Junior members under the age of 12 years are only permitted to fly under instruction by a 'B' certificated instructor whilst using a buddy box system, until such time the Junior member attains a minimum of an 'A' certificate.
17. Junior members under the age of 12 years are not permitted to start or handle an IC aircraft whilst the engine is running and are not permitted to handle an electric aircraft of any type when it is powered on. An exception to this rule will be to allow a Junior member under 12 years to start and handle an aircraft while under close supervision by a parent or guardian for the period of an examination for A or B certification.
18. Due consideration will be given at all times to trainee or novice pilots in the circuit.
19. Any person wishing to enter or cross the runway area must seek clearance from any pilots flying at the time before doing so.
20. No person shall attempt to retrieve a model from any farmland adjacent to the flying site without prior consultation with the appointed safety officers for the day (rule 11), to ensure that the situation is properly assessed and minimal disruption caused. If it is considered by the safety officers that the landowners permission should be sought before retrieving the model, it will be the owner of the model and one of the safety officers who must approach them for permission. Failure to comply will result in disciplinary action.
21. Transmitters should not be taken away from the flightline when retrieving aircraft from a distance, unless to do so would aid retrieval of the model. In this instance the matter should be brought to the attention of the safety officer of the day to prevent overflying of the transmitter and the aerial must be kept retracted at all times.
22. Models should face outward from the Pit Area.
23. In the interest of safety, a helpers assistance should be sought when running up engines and taking models to the runway for take-off. All helpers must be covered by B.M.F.A. Insurance. The use of an assistant for pilots with IC Helicopters is suggested for carrying the model to the flightline.
24. No more than five aircraft shall be airborne at any one time.
25. Models must be flown as far away as is practicable from the proximity of residences.
26. Model flyers should remain near each other whilst flying to avoid interference problems and importantly to leave the landing area clear.
27. Persons operating their transmitter without complying with the frequency control system in use, who are involved in an incident where interference is caused to a flying model, may be suspended from flying for one calendar month. In this occurrence the Committee will consider all the facts and legislate as they see fit.
28. Members must ensure that they minimise the noise emitted by their model. Where practical "Add On" silencers and "Quiet" props should be fitted unless the model reads below 82 decibels at 7 meters without them. Engines considered to be noisy will be checked using the club's noise meter or the opinion of two experienced Club members present at the time of flying. Ducted fan, jet engines and rockets will be considered as a separate issue before being allowed to be used on any MMFC site.

29. The frequency allocation system in use at MMFC. is a Disc on Frequency Board. Any indicator placed on the board to designate a frequency allocation must bear clearly the name of the holder in order to facilitate easy identification. All visiting flyers must use a temporary indicator with their name upon it and no person must remove indicators from the board without authorisation from the holder. The first person using the board on any day must ensure that it is clear of “forgotten” indicators at the start of the session.
30. All operating failsafes in use on powered models operated from our club site 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.
31. When transmitters are not in use, the frequency disc must be fitted to the throttle stick with aerials retraced and the frequency cleared.
32. **MOBILE PHONES.** *Under no circumstances* are Mobile Phones to be taken to the pit area and flight lines. All phones are to be left in your vehicle switched off.

NOTE:

All members will be expected to observe these rules in conjunction with particular rules applied to the MMFC flying sites and the appropriate B.M.F.A. regulations. MMFC flying field regulations may be adjusted should circumstances demand this.

Any changes in these regulations will be notified to all members through the Newsletter.

All members should have been issued with a copy of the B.M.F.A. Members Handbook and the recommendations contained therein form the basis for our Insurance cover.

Remember: SAFE FLYING IS NO ACCIDENT!
Revised April 2003

FLYING SITE GUIDELINES

HEADCORN

As you know Headcorn Airfield is a very busy site. With the amount of activity taking place we, as members of MMFC are privileged to use this airfield. We must, therefore make absolutely certain that we continue to fly safely and without hindrance to other users.

- a) For details of usage of the Headcorn flying site refer to Amendments Page 26.
- b) Before walking down to the strip, a club member must inform whoever is at the control desk that the club is at the flying field and collect the MMFC first aid kit and transceiver.
- c) Model flying is restricted to the field beyond the main runway adjacent to the river. Mr. Freeman may direct us to fly elsewhere and this must be taken into account. The maximum number of models flying at any one time is five.

- d) Cars must not be parked in front of the full size hangars or the petrol pump area. Cars should be parked as close together as possible in parallel rows when using the car parking space in order to avoid a single line of cars stretching too far down the runway. All buildings are out of bounds to MMFC members.
The approach to our flying area must be made by skirting the boundary fences (as shown on the attached siteplan). Do not climb over fences, go through gates/styles. Disciplinary action will be taken against any member found to be WALKING ACROSS THE CENTRE OF THE RUNWAY which is TOTALLY FORBIDDEN to gain access to the flying site.
- e) All flying must be conducted north of the wind sock and NEVER over the main runway.
- f) The minimum number of club members must be two, so as to allow one person 'looking out' for helicopters, low flying full size aircraft, parachutists and to man the transceiver.
- g) A Committee member or Safety Officer will be responsible for supervising all activities.
- h) The aerodrome regulations state that no children other than Junior members accompanied by an authorised parent/guardian will be allowed beyond the enclosure fence.
- i) Grazing sheep use this field and therefore make sure that rubbish such as broken rubber bands, plastic covering, broken models and paper etc. are not left behind.
- j) Members must not invite family or friends without first obtaining permission from a Committee Member. An Associate Member Visitor Pass may be applied for.

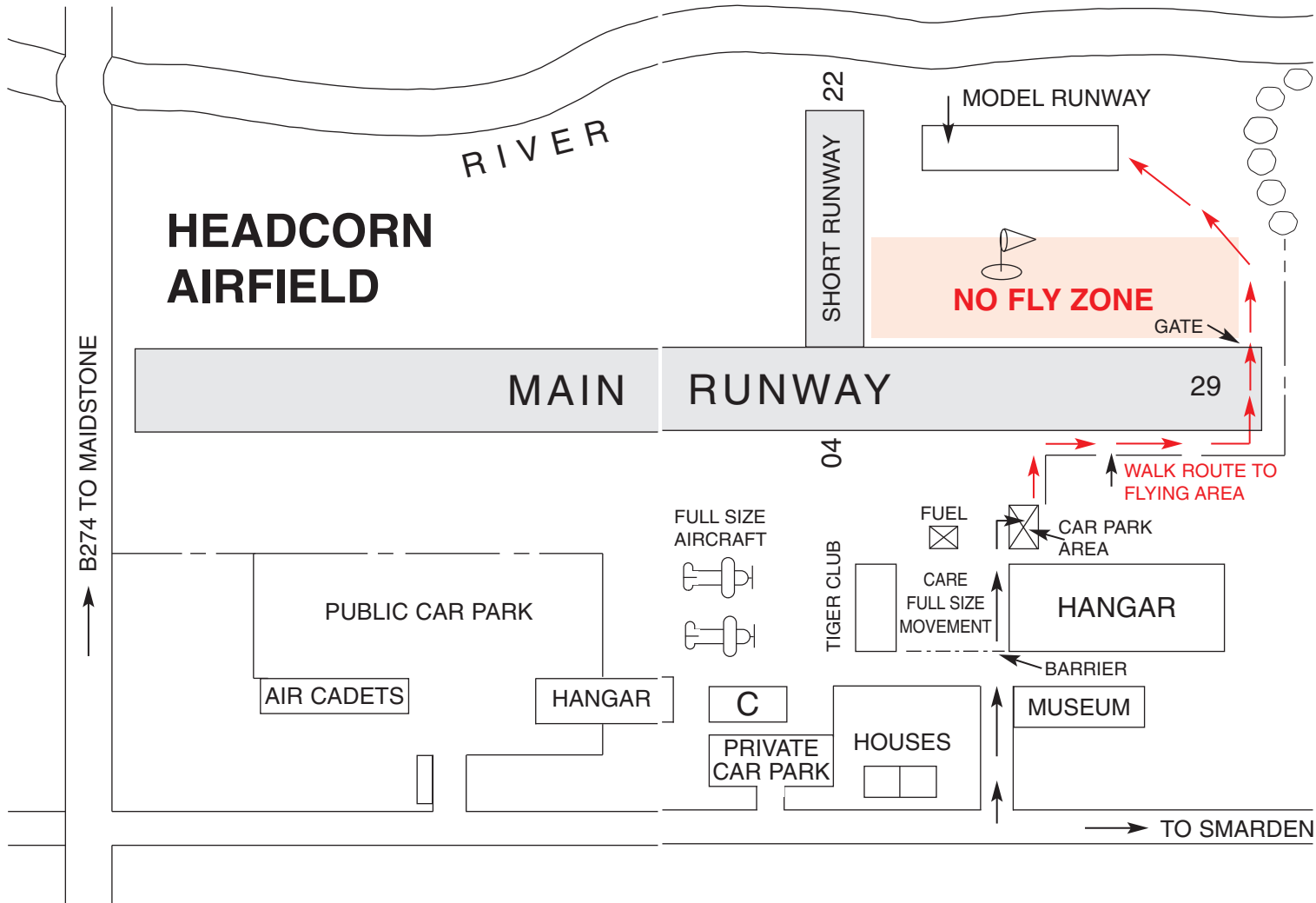
- k) NOISE: You must have your model tested to comply with the club rules. Maximum decibel level of models at this site is 82Db. Testing will be carried out by two appointed club members and their decision is FINAL.
- l) No pets will be permitted.

LINTON

- a) NOISE: You must have your model tested to comply with the club rules. Maximum decibel level of models at this site is 82Db. Testing will be carried out by two appointed club members and their decision is FINAL.
- b) All vehicles are to be parked on the hardstanding area and NOT IN THE FLYING FIELD.
- c) All gates must be kept shut at all times. Last person to leave must ensure all are shut.
- d) Due to grazing livestock all rubbish must be disposed of properly. CHECK THE AREA BEFORE YOU LEAVE.
- e) All flying will take place facing the river. No flying over cars or beyond a line level with the trees to rear of car park.
- f) The use of the site is any day except Sunday. Flying not to commence until 10am until dusk.
- g) The maximum number of I.C. powered models to fly at any one time is restricted to five.
- h) No pets will be permitted.

EGERTON

- a) Flying I.C. Models are restricted to Tues, Thurs and Sats. No Sunday flying. Flying limited to 10am until dusk.
- b) The maximum number of I.C. powered models to fly at any one time is restricted to five.
- c) Models must be properly silenced i.e. Maximum of 82Db at 7 metres. Any models perceived to exceed this level will be grounded until checked for compliance.
- d) Models must be flown within the Eastern and Western Boundary markers to avoid nuisance to houses in Southernden Road and farmhouse to the East.
- e) Cars to be parked either at fenceline 'A' or if conditions permit at 'B'. Cars must not be overflown.
- f) Grazing sheep use both fields therefore no rubbish must be left behind i.e. rubber bands, broken props etc. Fences must be respected and gates left shut at all times.
- g) No pets will be permitted.
- h) Egerton is a noise sensitive site requiring special attention by all users to avoid nuisance.



HEADCORN AIRFIELD

RIVER

SHORT RUNWAY 22

MODEL RUNWAY

NO FLY ZONE

GATE

MAIN RUNWAY

29

04

WALK ROUTE TO FLYING AREA

B274 TO MAIDSTONE

PUBLIC CAR PARK

FULL SIZE AIRCRAFT

FUEL

CAR PARK AREA

AIR CADETS

HANGAR

TIGER CLUB

CARE FULL SIZE MOVEMENT

HANGAR

MUSEUM

BARRIER

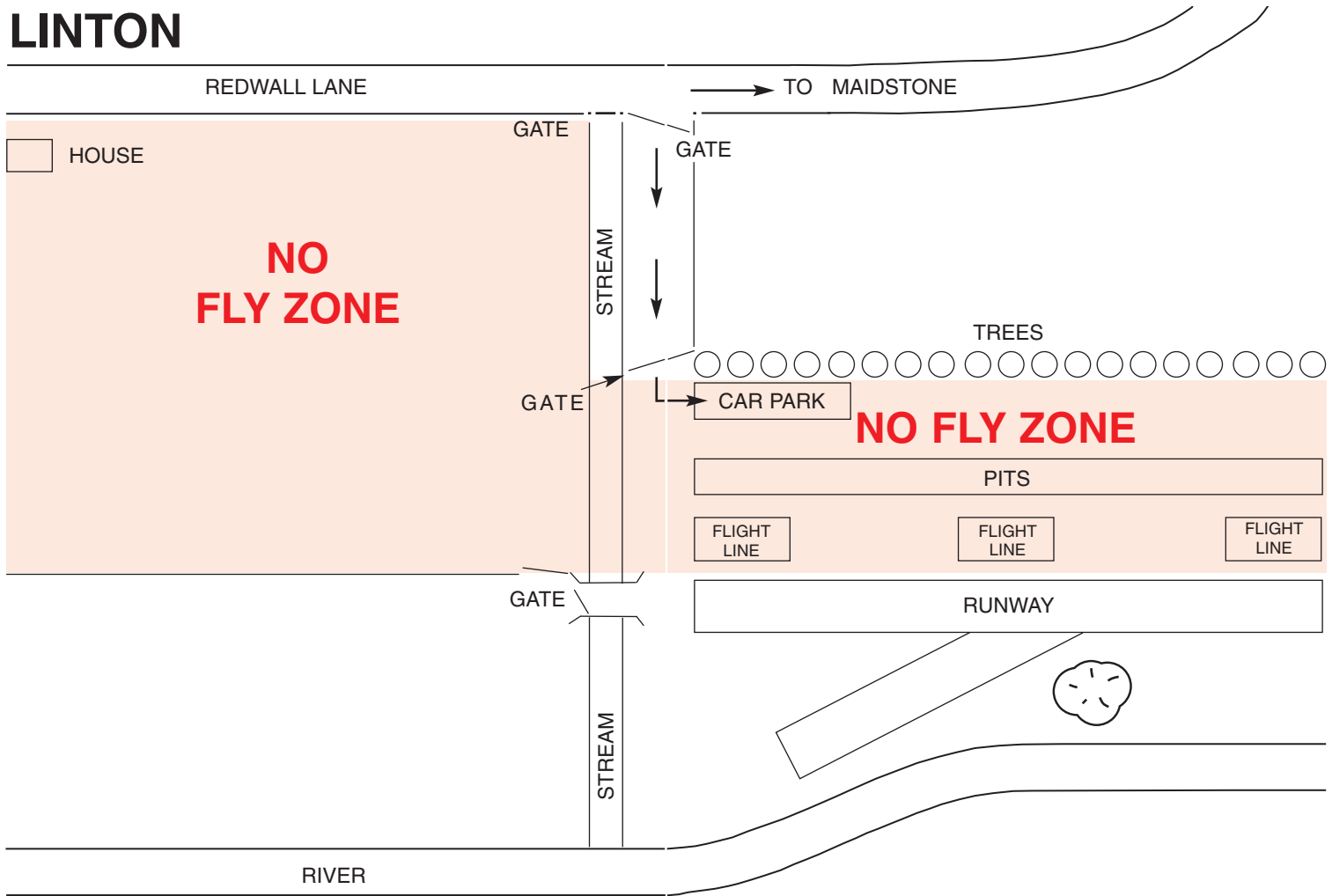
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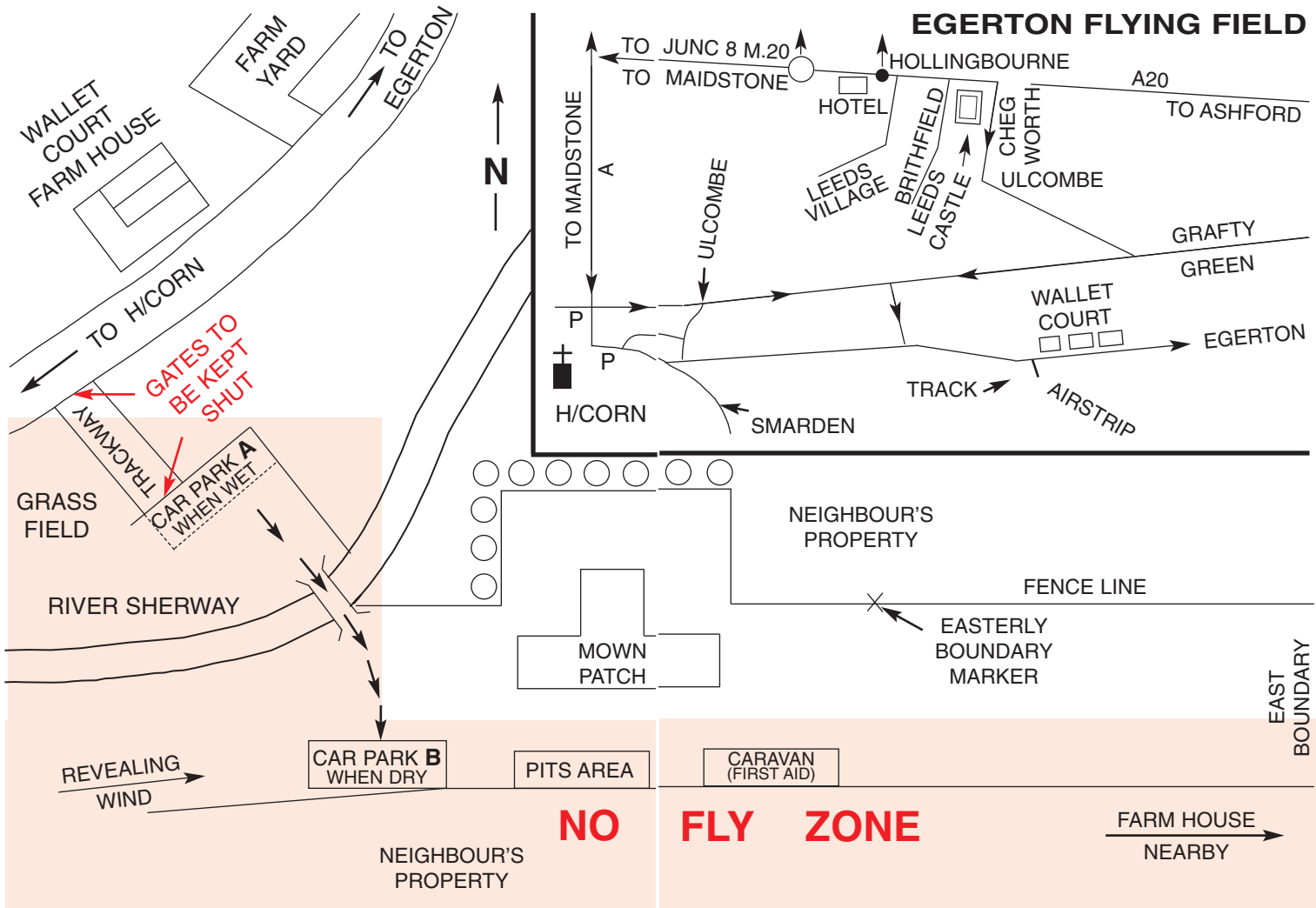
PRIVATE CAR PARK

HOUSES

TO SMARDEN

LINTON





AMENDMENTS

Addition to Club Rules 'General' Page 3

Flying Jet Turbine Powered Models.

Before any club member contemplates the purchase or building of a Jet Turbine powered model, they should beforehand consult with the Club Jet Representative of the day for their advice and consent before proceeding.

Upon consent they must then request and read a copy of the MMFC & GTBA Code of Practice and adopt the disciplines accordingly.

Replacement Para 8 of Club Rules 'General' Page 4

There are two categories of membership, Senior and Junior. A Junior is anyone who is under 18 years of age. For the purposes of club Fee's only. members who are still in Full Time education will be eligible to pay the reduced Junior membership fee.

Replacement Para a) of Club Rules 'Flying Site Guidelines' Page 16

This site may be used any day of the week subject to obtaining permission from the field owner or his representative. Flying must not commence before 10am.

Consideration should be given to other flying disciplines to ensure that safe, compatible flying can be accomplished. This may require liaison between all users. In this respect it is recommended that no flying of Gas Turbine models shall take place on the main club days Wednesday, Saturday and Sunday.

AMENDMENTS