



# Constitution

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## Document Administration

<b>Title</b>	Constitution
<b>Commissioned by</b>	Committee
<b>Date Created</b>	8 <sup>th</sup> March 2006 (Incorporates all versions preceding this date.)
<b>Approved by</b>	Committee
<b>Distribution</b>	All members. Via electronic copy available on club web site.

<b>History</b>			
<b>Version</b>	<b>Changed by</b>	<b>Date</b>	<b>Detail</b>
0.1	RE	03/03/2006	First draft.
1.0	RE	12/03/2006	First Release. Amendments made after committee review.
1.1	JB	11/11/2007	Removal of duplicated March 2000 amendments

# The Constitution

As of 2<sup>nd</sup> March 2006 this Constitution supersedes all previous issues.

1	<p>The club shall be called the Wessex Hang Gliding and Paragliding Club. The aims of the club are:</p> <ul style="list-style-type: none"> <li>• To organise and promote the sport of Hang Gliding and Paragliding in the Wessex area.</li> <li>• To ensure equal access to all irrespective of race, creed or sex</li> <li>• The promotion of open sites within the area controlled by the BHPA and, where this is not possible, the promotion of reciprocal arrangements between clubs.</li> <li>• To build a fund to be used primarily to secure Wessex Sites for the benefit of Wessex Members.</li> </ul>
2	An Annual General Meeting (AGM) will be held in March of each year to elect a Committee.
3	Notice of the date of the AGM will be considered given by it's inclusion in the February issue of the club Magazine, whether delivered electronically or in printed form.
4	<p>The club shall have a committee of Executive officers required by the BHPA for clubs plus the Treasurer, plus any non-Executive Members the club shall see fit to vote into office. All committee members may vote at committee meetings.</p> <p>(See Appendix A for list of Executive Committee roles.)</p>
5	Proposals for consideration at the AGM must reach the Secretary by 15th February. Such proposals should carry the name of the member proposing, and that seconding, the motion.
6	The Executive Members elected shall be deemed Trustees of the Club for the term of their office and act on behalf of the Club. They will be responsible for the signing of all Charters and Contracts, and they shall acquaint the members of the rules and regulations contained therein.
7	The Committee shall aim to meet at least twice a year. More than 50% of the committee, including at least two Executive Members, must be present to constitute a valid meeting.
8	An Executive Member must not serve in the same post for more than five successive years.
9	All members of the Committee shall retire annually at the AGM but may stand and be eligible for re-election provided that they are members or part members of the Club.
10	If a member of the club has a financial interest in Hang Gliding or Paragliding they must declare that interest to all members.
11	The AGM shall fix fees for membership. Additional fees other than membership fees can be levied at any Committee meeting.
12	The annual subscription/membership year runs from March to February.
13	If fees are not paid within two calendar months of the AGM, membership will automatically lapse.
14	A full statement of the Club's financial standing for the year to 31st January shall be submitted to and approved by the members present at the AGM.
15	An Extraordinary General Meeting (EGM) has the power to change the Constitution of the Club and/or change the membership of the Committee.

16	An EGM may be called by the Committee or by a petition of at least 25% of the membership. Each proposal must be submitted in writing to the Secretary. At least 21 days notice must be given to the membership for any EGM. EGM proposals must be endorsed by a majority of the members present.
17	All club activities are undertaken entirely at the member's own risk, and neither the Club nor any of its Officers are liable for damages or injury resulting from their decisions.
18	All flying members of the Club must also be flying members of the British Hang Gliding and Paragliding Association (BHPA).
19	The Committee shall have the power to refuse membership, expel or suspend any member for conduct or other issues that are considered to be against the best interests of the Club. The decision shall require a unanimous vote by the executive committee.
20	The accounts of the club shall be audited annually by a person appointed by the committee.

## Amendments

All amendments have been agreed by a vote by the membership at an AGM.

<b>Date</b>	1996 (March) AGM
<b>Amendment</b>	Clause 15: "Members voting eligibility delayed for one year after joining" was removed.

<b>Date</b>	1999 (March) AGM
<b>Amendment</b>	Clause 3: Addition of Safety Officer to Executive Committee.
<b>Amendment</b>	Clause 9: "fees are due" changed to "fees are set".

<b>Date</b>	2000 (March) AGM
<b>Amendment</b>	Clause 1: "To build a fund to be used primarily to secure Wessex Sites for the benefit of Wessex Members" was added.
<b>Amendment</b>	Clause 3: "No more than one member of the Committee shall have a financial interest in Hang Gliding or Paragliding" was removed

<b>Date</b>	2002 (February) AGM
<b>Amendment</b>	Clause 2: 'or March' and ' Should the AGM be held in March, then the membership year shall be extended to the close of the AGM' were added.
<b>Addition</b>	Clause 3: was added.
<b>Addition</b>	Clause 5: was added.
<b>Addition</b>	Clause 9: was added.
<b>Amendment</b>	Clause 12: 'All club fees are set at the AGM.' was deleted - since it duplicated a similar statement in Para 11.
<b>Amendment</b>	Clause 14: 'for the year to 31st January' was added.

<b>Date</b>	2006 (March) AGM
<b>Amendment</b>	<p>Clause 2</p> <p><i>Replace</i></p> <p>An Annual General Meeting (AGM) will be held in February or March of each year to elect a Committee. Should the AGM be held in March, then the membership year shall be extended to the close of the AGM.</p> <p><i>With</i></p> <p>An Annual General Meeting (AGM) will be held in March of each year to elect</p>

	a Committee.
<b>Amendment</b>	<p>Clause 4</p> <p><i>Replace</i></p> <p>The club shall have a committee of six Executive Members, consisting of: Chairman, Secretary, Treasurer, Sites Officer, Competitions Secretary, Safety Officer plus any non-Executive Members the club shall see fit to vote into office</p> <p><i>With</i></p> <p>The club shall have a committee of Executive officers required by the BHPA for clubs plus the treasurer, plus any non-Executive Members the club shall see fit to vote into office. All committee members may vote at committee meetings.</p>
<b>Amendment</b>	<p>Clause 5</p> <p><i>Replace</i></p> <p>Proposals for consideration at the AGM must reach the Secretary by 15th January. Such proposals should carry the name of the member proposing, and that seconding, the motion.</p> <p><i>With</i></p> <p>Proposals for consideration at the AGM must reach the Secretary by 15th February. Such proposals should carry the name of the member proposing, and that seconding, the motion.</p>
<b>Amendment</b>	<p>Clause 6</p> <p><i>Replace</i></p> <p>The Executive Members elected shall be deemed Trustees of the Club for the term of their office. They will be responsible for the signing of all Charters and Contracts, and they shall acquaint the members of the rules and regulations contained therein.</p> <p><i>With</i></p> <p>The Executive Members elected shall be deemed Trustees of the Club for the term of their office and act on behalf of the Club. They will be responsible for the signing of all Charters and Contracts, and they shall acquaint the members of the rules and regulations contained therein.</p>
<b>Amendment</b>	<p>Clause 7</p> <p><i>Replace</i></p> <p>The Committee shall meet every three months. More than 50% of the committee, including at least two Executive Members, must be present to constitute a valid meeting.</p> <p><i>With</i></p> <p>The Committee shall aim to meet at least twice a year. More than 50% of the committee, including at least two Executive Members, must be present to constitute a valid meeting.</p>
<b>Amendment</b>	<p>Clause 8</p> <p><i>Replace</i></p> <p>An Executive Member must not serve in the same post for more than three successive years.</p> <p><i>With</i></p> <p>An Executive Member must not serve in the same post for more than five</p>

	successive years.
<b>Amendment</b>	<p>Clause 9</p> <p><i>Replace</i></p> <p>Any member of the Committee who has not completed three years service will be assumed to continue in office unless they indicate their intention to stand down or a proposal is received to elect another member to the position</p> <p><i>With</i></p> <p>All members of the Committee shall retire annually at the AGM but may stand and be eligible for re-election provided that they are members or part members of the Club.</p>
<b>Addition</b>	<p>Clause 19</p> <p>The Committee shall have the power to refuse membership, expel or suspend any member for conduct or other issues that are considered to be against the best interests of the Club. The decision shall require a unanimous vote by the executive committee.</p>
<b>Addition</b>	<p>Add Clause 20</p> <p>The accounts of the club shall be audited annually by a person appointed by the committee.</p>

# Appendices

## A. Definition of Executive Committee Members

In February 2006 the BHPA requested details of club officials. As per clause 4 of the constitution these officials will be considered the Executive Committee, with the addition of the Treasurer. Therefore the Executive Committee will comprise:

- Chairman
- Secretary (General)
- Chief Coach
- Safety Officer – Paragliding
- Sites Officer
- Treasurer

This was derived from the BHPA requests thusly:

<b>BHPA Request</b>	<b>Wessex Committee Member</b>
CFI	Chairman
Contact	Secretary (General)
Club Coach	Chief Coach
Safety Officer	Safety Officer – Paragliding
Sites Officer	Sites Officer
Not requested	Treasurer