

RISBOROUGH & DISTRICT MODEL RAILWAY CLUB

CLUB RULES

7 April 2017 (Rev 14 November 2025)

Clause 26 of the Constitution of the Club provides that the Trustees may from time to time make such reasonable and proper rules or bye laws as they deem necessary or expedient for the proper conduct and management of the Club, save that the rules or bye laws must not be inconsistent with any provision of the Constitution.

These rules or bye laws are as agreed on 7 April 2017 and adopted by the Trustees and members of the Club.

Copies of the rules or bye laws may be made available to any Member of the Club on request.

1. Name:

As provided for in clause 1 of the Constitution, the name of the Charitable Incorporated Organisation (CIO) is Risborough & District Model Railway Club. It is referred to in the Constitution and in the rules as 'the Club'.

2. Objects of the Club:

The objects of the Club are as defined in clause 3 of the Constitution and are "to advance public education and foster a general interest in model railways, prototype railways and allied pursuits and to encourage a high standard of railway modelling - in particular, amongst its Members."

3. Powers of the Club:

The Club has power to do anything which is calculated to further its objects or is conducive or incidental in so doing. In particular, the Club has the powers as detailed in clause 4 of the Constitution.

4. Membership:

Clause 9 of the Constitution provides that Membership of the CIO is open to anyone who is interested in furthering the Club's objects and purposes. Any member must accept the duty of Members as detailed in clause 9(3) that being that he or she will, in exercising his powers as a member of the Club, do so in the manner which demonstrates good faith in the furtherance of the purposes or objects of the Club. Any restriction on the number of Members or any class of Members shall be at the discretion of the Club Committee, subject to approval by the Members in a General Meeting duly called and held.

5. Application for Membership:

Clause 9(1)(b) of the Constitution details the application procedure.

An application for Membership must be made on the appropriate form which is available from the Secretary, not more than eight weeks after the date of first attendance of the

individual in question. That period of eight weeks shall constitute a period of probation, during which the individual can consider his or her interest in joining.

At the end of the probationary period of eight weeks, the application must be submitted to the Secretary who then presents it to the Club Committee for approval or otherwise.

In case of a refusal of an application for Membership, if the Club Committee consider it is in the best interests of the Club for them to do so, the applicant must be given reasons for the refusal. He or she then has after a period of twenty one days of the decision being taken to appeal against the refusal to the Trustees. After fair consideration of the appeal, the Trustees shall inform the applicant of their decision and such decision shall be final.

6. Types of Membership:

(1) Full Membership:-

1. Open to all persons over 18 years of age.
2. Members are entitled to vote.
3. Members are eligible to be nominated and elected to a Committee.

(2) Student Membership: -

1. Open to all persons over 12 years of age until 18 years of age.
2. Members are not entitled to vote.
3. Members are not entitled to be nominated and elected to a Committee, save that Student Members may be co-opted onto a Committee in accordance with Rule 11.
4. Student Members, 16 years of age and younger, must be accompanied by a parent or guardian when the student attends the Club or Club events.
5. Parents or guardians of Student Members are not required to join the Club though they would be welcome.

(3) Associate Membership:-

1. Open to all persons over the age of 18 years of age who do not attend the Club more than once a month.
2. Associate Members are not entitled to vote.

(4) Reduced Subscription Membership:-

1. At the discretion of the Trustees, any Member who for circumstances beyond their control cannot pay their full subscription may pay a reduced subscription until such time as that Member can afford their full subscription.
2. The member will be entitled to all the rights of a member of his class if paying their full subscription.

(5) Honourary membership:-

The President may confer honourary membership at the recommendation of the Committee.

7. Subscriptions:

Clause 9(5) provides that Members may be required to pay a reasonable Membership fee to the Club. The Membership year runs from 1 April each year. The Trustees agree the level of fees and put those to a decision of a General Meeting prior to the end of the subscription year for approval by the voting Members.

8. Arrears:

In accordance with clause 9 (4)(a)(iii), Membership of the Club comes to an end if any sum of money is owed by a member who has not paid his subscription in full within two calendar months of it falling due.

9. Cessation of Membership:

Membership may be terminated in accordance with clause 9 of the Constitution.

10. Change of Details:

Any change of details of a Member shall be notified to the Secretary in writing, or in electronic form as provided for in clause 22 of the Constitution, at the earliest possible opportunity.

11. Trustees:

Trustees shall be appointed in accordance with Clause 13 of the Constitution. Any Full Member of the Club may stand for election as a trustee subject to the provisions of Clause 12.2 of the Constitution.

12. Officers of the Club:

The officers of the Club shall include the Chairman, Secretary and Treasurer, all of whom are the charity Trustees for the purposes of clause 12 of the Constitution, and any Trustees appointed in accordance with that clause.

13. Duties of the Chairman, Secretary and Treasurer:

From amongst the Trustees, Club members will elect a Chairman, Secretary and Treasurer. Nominations shall be made in advance in writing and seconded by the Members at the Annual General Meeting.

The Chairman shall preside at all meetings, including Committee meetings. If the Chairman is not present at the appointed time of the meeting, a deputy chairman shall be appointed by the Trustees in respect of any trustee meetings and by the Committee in respect of any Committee meetings.

The Secretary shall be responsible for taking the minutes of every meeting of the Trustees, Members and Committee and shall in all occasions act under the control and direction of the Trustees, Members or the Committee as appropriate.

The Secretary shall also be responsible for maintaining the register of Trustees and register of Members as is required by the General Regulations.

The Treasurer shall on behalf of and in the name of the Club receive all moneys due and pay all liabilities as and when they fall due. The Treasurer shall at the Annual General Meeting provide a statement of the account for the previous year end which shall be independently examined, the Committee shall appoint the independent examiner.

A cheque shall be signed by two or more Trustees or other duly authorised signatories.

14 The Club President

The President of the Club who shall be nominated and elected by the Members at the Annual General Meeting for a period of three years. The President may be re-elected for further terms (after retiring as President they will be known as Honourary VicePresident). The role of The President shall be an ex-officio member of the Committee. The President shall not be a trustee and if they become a trustee they shall relinquish their role as President.

15. Members' Representatives:

From amongst the Trustees, Club members will elect up to five Members' Representatives. Nominations shall be made in advance in writing and seconded by the Members at the Annual General Meeting. The Members' Representatives will be responsible for representing the views and interests of Club Members on the Committee.

If a Members' Representative retires or is removed by the Members at an Extraordinary General Meeting of the Members duly called and held in accordance with the Constitution, then the Members may co-opt a member for a period of time until the next Annual General Meeting.

16. The Committee:

Pursuant to clause 18 of the Constitution, the Trustees may delegate any of their powers or functions to a Committee or Committees and in so doing, must determine the terms and conditions on which the delegation is made.

For these purposes there shall be a Club Committee. The Club Committee shall consist of the Chairman, Secretary, Treasurer, the President and Members' Representatives. The Committee may in addition appoint up to three coopted members.

The Chairman, Secretary and Treasurer shall be the Executive Members of the Committee. The affairs of the Club shall be administered by the Executive Members of the Committee between Committee Meetings.

17 Meetings of the Committee

Committee meetings shall be held at intervals determined by the Committee, at the Clubroom or other location as advised in advance. The dates of committee meetings shall be displayed in the Clubroom. Committee decisions must be a majority among the elected Committee Members present, which must constitute at least four members.

The Chairman shall act as chairman, and shall have the casting vote at Committee Meetings. In the absence of the Chairman, those present shall elect a chairman for that meeting. The Committee shall keep a record of minutes. The Committee may appoint one or more sub-committees provide that all acts and proceedings of any such subcommittee are fully and promptly reported to the Committee. The Committee may from time to time alter the rules for the conduct of the Club's business but no rule may be changed which is inconsistent with the constitution.

18. Annual General Meeting:

The Club must hold an Annual General Meeting of the Members in accordance with clause 11 of the Constitution.

The main purpose of the Annual General Meeting is as stated in clause 11:-

1. To receive the annual statement of accounts (duly audited or examined where applicable);
2. To receive the Trustees' annual report; and
3. To elect Trustees as required under clause 13 of the Constitution.

19. Other Meetings:

Other meetings may be called in accordance with clause 11 of the Constitution.

20. Voting:

Decisions of Members must be taken in accordance with clause 10 of the Constitution.

Decisions of Trustees must be taken in accordance with clause 19 of the Constitution.