

CONSTITUTION
OF THE
JERSEY AERO CLUB

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1. NAME

The name of the Club shall be the Jersey Aero Club.

2. INCORPORATION

The Club shall be incorporated under the *Loi (1862) sur les teneures en fideicommis et (incorporation d'associations*, as amended (hereinafter called "the Law").

3. OBJECT

- (i) The object of the Club shall be to foster and develop interest in Aviation in all its aspects.
- (ii) In furtherance of its object the Club may: -
 - (a) Purchase, lease, exchange, hire or otherwise acquire any immovables or immovable. and any rights or privileges which may be deemed necessary or convenient for the promotion of its object;
 - (b) Accept subscriptions and donations (whether of immovables or movables) and devises and bequests for all or any of the objects of the Club;
 - (c) Take such lawful steps by appeals, public meetings or otherwise as may from time to time be deemed expedient for the purpose of procuring contributions to the funds of the Club by means of donations, subscriptions or otherwise;
 - (d) Print and publish, or procure to be printed and published, or to circulate or procure to be circulated any newspapers, periodicals, magazines, books, pamphlets, or other documents, deemed desirable for the promotion of. any of the objects of the Club;
 - (e) Borrow, and raise money in such manner and on such security (including hypothecs of immovables) as may bethought fit.
 - (f) Invest the monies of the. Club not immediately required for its purposes in or upon such investments, securities or property as may be thought fit, subject to such conditions and such consents as may for the time being be imposed or required by law;

- (g) Provided that the income and property of the Club shall be applied solely towards the promotion of the objects of the Club and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to members of the Club.
- (h) Do such. other lawful things as are incidental or conducive to the attainment of the above objects or any of them.

4. MEMBERSHIP

- (i) The first Members of the Club shall be the persons whose names are set out in the Schedule hereto.
- (ii) The membership of the Club shall consist of:
 - (a) Full Members
 - (b) Life Members
 - (c) Honorary Members, including an Honorary President and Honorary Vice-Presidents, being Members or other persons who have rendered services of great value to the Club, or other eminent persons, who have been elected by the Club in General Meeting upon the recommendation of the Executive Committee.
 - (d) Visiting Members, being:
 - (i) Any member of an Aero Club not based in Jersey
 - (ii) Any Aircrew member on the active list of any of the three branches of Her Majesty's Services
 - (iii) Any visiting Airline Aircrew member
 - (iv) Any person who is able to produce a valid Jersey airport identity card showing that they are in permanent employment at the Airport
 - (e) Overseas Members, being persons who are not permanently resident in the Island who do not spend more than 60 days a year in the Island.
 - (f) Temporary Members, being persons to whom temporary membership is granted by the Executive Committee for such period and subject to such conditions as to fees and otherwise as shall be determined by the Committee.
 - (g) Corporate Members, being a person employed by a body incorporated under the Law of the Island of Jersey, to whom temporary membership is granted by the Executive Committee for such period of attendance at a specific event held by the Club and subject to such conditions as to fees and otherwise as shall be determined by the Committee.

5. ELECTION OF MEMBERS

- (i) Every candidate for full or life membership shall be proposed and seconded by Full Members or Life Members of at least two years standing. A candidate shall be introduced to a member of the Executive Committee and the Application for Membership Form shall be signed by the candidate, the proposer and seconder and by such Committee Member.
- (ii) The completed Application for Membership Form shall be delivered to the Club Secretary for submission to the Executive Committee, together with the entrance fee and subscription payable in the event of election to membership.

The Application for Membership Form shall be displayed on the Club Notice Board for a minimum of seven days before its submission to the Executive Committee. Any Club Member wishing to offer any comment or objection must do so in writing to the Chairman within that period.

- (iv) The Executive Committee shall have the right to decide upon each application for membership by ballot and shall be empowered to refuse membership.
- (v) A person whose application for membership shall have been refused shall not be entitled to re-apply for membership until the expiration of twelve months from such refusal.
- (vi) Notice in writing shall be sent by the Secretary to any person whose application for membership has been refused and the entry fee and subscription shall be returned.

No candidate shall be entitled to the privileges of membership until elected by the Executive Committee.

6. LIFE MEMBERSHIP

- (i) Life Membership shall be granted to any Full Member of at least three years standing who makes application in this behalf upon payment of such fee as shall from time to time be determined by the Club in General Meeting.
- (ii) Joint Life Membership shall be granted to the application of a husband and wife, or both members of a couple (whether of the same or different gender) in an established relationship, provided that one of the applicants shall be a Full Member of at least three years standing, upon payment of such fee as shall from time to time be determined by the Club in General Meeting.
- (iii) Life Membership shall be granted to any Full Member of, at least ten years standing who makes application in this behalf on or after attaining the age of sixty years upon payment of such fee as shall represent one-half of the fee current at the date of application for applications for Life Membership pursuant to paragraph (i) above.

7. MEMBERSHIP CARDS

- (i) A Membership Card and copy of the Club Constitution shall be issued to all Members upon election to Membership.
- (ii) Membership Cards shall be carried at all times when visiting the Clubhouse and shall be produced upon the request of the Secretary, any Member of the Executive Committee or any person duly authorised by the Executive Committee, which shall be entitled to refuse entry into the Clubhouse until production of the Membership Card.

8. SUBSCRIPTIONS AND ENTRY FEES

- (i) The Annual Subscriptions and Entry Fee payable by Members shall be fixed at the Annual General Meeting and have immediate effect always provided that the Executive Committee may, at its discretion, waive the payment of the Entrance Fee in whole or in part.
- (ii) A Full Member who has reached the age of sixty years shall be offered a concessionary subscription at the rate of fifty per cent of the annual subscription payable in each subsequent year thereafter.
- (iii) Subscriptions shall be due annually on the 1st day of February and shall be paid by the last day of that month. Any Member whose subscription is in arrears on the 1st day of March shall cease to be a Member of the Club, subject always to the discretion of the Executive Committee to waive the application of this paragraph.
- (iv) Subject as aforesaid any person whose Membership has lapsed pursuant to the preceding paragraph who wishes to be reinstated must re-apply for election to Membership in accordance with the provisions of paragraph 5.

9. MANAGEMENT OF THE CLUB

- (i) The management and control of the Club shall be vested in the Executive Committee which shall be elected for a period of one year at the Annual General Meeting, and shall comprise the Chairman, Honorary Secretary, Honorary Treasurer and six Committee Members. If after having served a period of one year and an insufficient number of persons stand for election, then the current Committee may stay in post for a further period (not to exceed six months from the point of an election being called) until suitable replacement members can be found.
- (ii) The Executive Committee shall meet on at least one occasion in each month and whenever convened by the Chairman and the proceedings shall be recorded in the form of minutes by the Honorary Secretary or in his absence by a Committee Member appointed by him. These minutes (with the exception only of matters relating to employees and/or their remuneration and matters considered sensitive by the Executive Committee) shall be published within four days of their approval by the Executive Committee, by display on the Club Notice Board.
- (iii) The quorum for any Meeting of the Executive Committee shall be four Members present.

- (iv) No Members shall be eligible for election to the Executive Committee other than Full Members of at least twelve months standing, and Life Members.
- (v) No Members shall be eligible for election to the office of Chairman other than Full Members and Life Members who have served a minimum of twelve months on the Executive Committee.

- vi) No Member who is a full time employee of the Club, the Holding Company of the Club or a Subsidiary Company thereof shall be eligible for election to the Executive Committee.

10. POWERS OF THE EXECUTIVE COMMITTEE

The Executive Committee shall have the following powers:

- (i) To appoint a Vice-Chairman from amongst its number.
- (ii) To appoint sub-Committees of Club Members for any purpose deemed necessary. The Chairman of any such sub-Committee shall be a Member of the Executive Committee appointed for that purpose by the Executive Committee.
- (iii) To nominate the Club Secretary for the purpose of holding the Liquor license granted to the Club under the Licensing (Jersey) Law, 1974.
- (iv) To co-opt Club Members to assist in the running of the business of the Club. No -Member thus co-opted shall be entitled to attend meetings of the Executive Committee unless invited so to do.
- (vi) To make Regulations governing the use of all aircraft owned or operated by the Club. Such Regulations shall be displayed in the Club Flying Room or elsewhere in the Club premises as may be determined by the Executive Committee.

To make Regulations. governing the use of the Clubhouse and other Club premises. Such Regulations shall be displayed in the Clubhouse or elsewhere in the Club Premises as may be determined by the Executive Committee.
- (viii) To engage or dismiss any employee of the Club and to lay down conditions of service.
- (ix) To fill any casual vacancy which shall occur in its numbers: always provided that the Executive Committee shall be empowered to continue with the management of the Club pending the filling of any such vacancy.

11. FINANCE AND ACCOUNTS

- (i) The Executive Committee shall cause proper accounts to be kept in respect of:-
 - (a) all sums of money received and expended by the Club and the matters in respect of which such receipts and expenditure take place.

- (b) all assets and liabilities of the Club.

The Executive Committee shall open a current account in the name of the Club with a joint stock bank established with a branch in Jersey, or any branch of any lawfully constituted deposit taking institution in Jersey.

- (iii) All funds of the Club shall be paid as soon as possible after receipt into the bank accounts. Such accounts shall be under the control of the Executive Committee which shall provide from time to time for the method of operation thereof.
- (iv) The books of account shall be kept under the control of the Honorary Treasurer and Secretary but shall be open to inspection by members of the Executive Committee at all reasonable times.
- (v) The Executive Committee shall make arrangements for the security and safe custody of all monies and books of account belonging to the Club.
- (vi) The Executive Committee shall cause the books of account of the Club to be audited yearly by a qualified accountant, and in which books of account there shall be kept all proper account of all monies received and paid respectively by or on behalf of the Executive Committee for the purposes of the Club.

12. ANNUAL GENERAL MEETING

- (i) The Annual General Meeting of the Club shall be held on such day within four months of the end of the financial year as the Executive Committee shall decide for the purposes of transacting the following business:
 - (a) To receive the Annual Report.
 - (b) To receive the Treasurer's Report and audited Accounts for the year.
 - (c) To decide on the Subscription and Entry Fees for the next year.
 - (d) To elect Members of the Executive Committee.
 - (e) To elect an Auditor.
 - (f) To consider any other business mentioned in the Agenda.

13. ANNUAL GENERAL MEETING NOTICES AND PROPOSITIONS

- (i) A Preliminary Notice of the Annual General Meeting to include the names of those Members of the Executive Committee whose terms of office shall have expired and showing the number of Committee Meetings attended together with a possible total, shall be displayed on the Club Notice Board for one month prior to the date of the Meeting.

A Notice inviting the nomination of Members for election to the Executive Committee shall be displayed on the Club Notice Board for a period of fourteen days from the Twenty-first day to the Seventh day inclusive immediately prior to the date fixed for the Annual General Meeting. This Notice shall show the vacancies for which an election to the Executive Committee will be necessary, with provision for the nomination of candidates to include:

- (a) The office for which a candidate is proposed.
- (b) The name of the Member proposed.
- (c) The names of the Members proposing and seconding such nomination.
- (d) The signature of the candidate signifying acceptance of such nomination.

The nomination list shall close seven days prior to the date fixed for the Annual General Meeting, after which no further nominations shall be accepted.

- (iv). (a) A Notice detailing any proposed Subscription changes shall be exhibited on the Club Notice Board for a period of fourteen days from the Twenty-first day to the Seventh day inclusive immediately prior to the date fixed for the Annual General Meeting.
- (b) Any amendments to the proposals of the Executive Committee shall be delivered to the Secretary during this period and shall be displayed on the Club Notice Board.
- (v) A Notice of the Annual General Meeting shall be placed in a local newspaper on two occasions, the first at least fourteen days and the second at least seven days prior to the date of such Meeting. The notice shall give the date on which the audited accounts will be available to Members.
- (vi) A Notice convening the Annual General Meeting shall be displayed on the Club Notice Board at least seven days prior to the date of such Meeting. This Notice shall give details of the Agenda and of the availability of the audited accounts to Members.
- (vii) Any Club Member wishing to make a proposition at the Annual General Meeting shall deliver a copy thereof to the Secretary at least three weeks prior to the date of such Meeting. Such proposition shall be displayed on the Club Notice Board.

14. EXTRAORDINARY GENERAL MEETINGS

The Executive Committee may call an Extraordinary General Meeting of the Club if any matter of urgent importance arises and shall be bound to do so within

twenty-one days of the receipt of a written requisition to that effect signed by not less than fifty Full or Life Members. Twenty-one days notice of such Meeting specifying the object for which the Meeting is convened, together with the Resolution to be proposed thereat, shall be displayed on the Club Notice Board and sent to every Member having the right to attend and being resident in the Island of Jersey.

15. GENERAL MEETINGS

- (i) The Chairman of any General Meeting of the Club shall be the Chairman or, in his absence, the Vice-Chairman or another Member of the Executive Committee nominated by the Chairman, or failing such nomination such other Full or Life Member as shall be elected by the meeting.
- (ii) The quorum for a General Meeting shall be twenty Full or Life Members personally present.
- (iii) The accidental omission to give notice of any Meeting to or the non-receipt of such notice by any person entitled to receive such notice shall not invalidate any Resolution passed or proceedings taking place at such Meeting.
- (iv) Voting at an Extraordinary General Meeting shall be by ballot.
- (v) Only Full Members (including Honorary Members who have previously been Full Members) and Life Members shall be entitled to attend and vote at General Meetings.
- (vi) Discussion at General Meetings shall be limited to matters detailed in the Agenda and propositions displayed on the Notice Board pursuant to these Rules but subject always to such amendments as the Chairman of the Meeting may deem it expedient to permit.

16. ACCOUNTS

The audited Accounts of the Club shall be made available to each Member at the Clubhouse on the date specified in the notice of the Annual General Meeting placed in the local newspaper pursuant to Paragraph 13 (v).

17. FUND RAISING

The Club acting through the Executive Committee may raise money for its object by means of subscriptions, donations, legacies, devises and grants-in-aid from public authorities. All monies received by the Club shall be applied in furthering object of the Club.

18. INDEMNITIES

Members of the Executive Committee shall be indemnified by the Club for any expenses properly incurred by them as a result of acting as representatives of the Club.

19. REPRESENTATION

The Chairman for the time being of the Executive Committee duly authorised by a resolution of the Executive Committee shall represent the Club for the purposes specified in Articles 4, 5 and 12 of the Law.

20. DISSOLUTION

In the event of a dissolution of the Club, the remaining funds and assets shall be applied according to the decisions of the Executive Committee, subject to the approval of the Royal Court pursuant to an application in accordance with Article 10 of the Law.

21. SEAL

The Club may authenticate its acts by the use of a Common Seal. The Common Seal shall be affixed to any document by two members of the Executive Committee duly authorised in each instance by a resolution of the Executive Committee.

22. VISITING MEMBERS

- (i) Visiting Members shall be bound by the provisions of this Constitution and all Regulations made pursuant thereto.
- (ii) A Visiting Members' Book shall be maintained, which shall be signed by all Visiting Members upon entry to the Clubhouse.

23. GUESTS

- (i) Other than for private functions, save for those members in category D (iv) (Visiting Members) and G (Corporate Members) who shall not be permitted to bring guests onto the premises members shall be entitled to introduce a maximum of three guests into the Club on any one occasion.
- (ii) A Visitors Book shall be maintained in which the introducing Member shall enter the names and addresses of such guests upon entry to the Clubhouse.
- (iii) No guest shall be admitted to the Club upon more than twelve occasions in any year (regardless of the Member making the introduction).
- (iv) No person who has been refused Membership or has been expelled from Membership of the Club shall be eligible to enter the Clubhouse as the guest of a Member.
- (v) A guest must be accompanied at all times by the introducing Member, who shall be responsible for the behaviour of the guest.
- (vi) A Temporary Member shall not be entitled to introduce a guest.
- (vii) The Club Secretary, Members of the Executive Committee or persons duly authorised by the Executive Committee in this behalf may refuse entry into

the Clubhouse to any person whom he or she shall consider to be unfit so to do as the result of intoxication or otherwise.

24. PRIVATE FUNCTIONS

- (i) Members other than Temporary Members may use the Club for private functions.
- (ii) A private function ("Function") shall be any Function held on Club premises at the request of, and for the benefit of any Member as defined in (i) above where the guests to the Function are invited by the Member organising the Function: such guests need not be Members of the Club.
- (iii) Functions must be authorised in advance by the Executive Committee and applications to hold a Function shall be made in writing to the Executive Committee no less than 5 days prior to the holding of the Function, stating the date and purpose of the Function, the name or names of Members organising the same ("Organising Member") and the approximate number of guests to the Function.
- (iv) No less than 24 hours before the Function a written list of the guests proposing to attend the Function, stating their full names and addresses, shall be provided to the Club Steward. A final and complete list shall be provided to the Club Steward at the commencement of the Function.
- (v) All final lists as supplied above shall be kept in a separate Function Register to be maintained by the Club Secretary.
- (vi) The organising Member(s) shall remain on the Club Premises where the Function is taking place at all times during the Function and shall be responsible for the behavior of the guests.

Organising Members shall receive no payment from any guest or other person with respect to the admission of any person to the Function.
- (viii) No more than 12 Functions shall be held at the Club in any one calendar year.
- (ix) Nothing in this rule shall abrogate the general rules applicable to guests found in paragraph 23 of these rules.

25. CLUBHOUSE

- (I) No person under the age of 18 years may use the Clubhouse Bar and when in the Clubhouse or other Club, premises must be under the supervision of a Member.
- (ii) The Clubhouse Bar shall not be open outside the hours permitted by the Liquor License held by the Club.
- (iii) No food or drink shall be consumed in the Clubhouse other than that purchased from or supplied by the Club.

- (iv) No notices shall be displayed on the Club Notice Board or in any other part of the Clubhouse or Club premises without the permission of the Executive Committee.
- (v) Any Member or guest found to be gambling or intoxicated or misconducting himself in any way shall leave the Club premises if so requested by the Secretary, a Member of the Executive Committee or a person duly authorised by the Executive Committee.
- (vi) No dog (other than a guide dog for the blind, and then only whilst under the control of the blind person) shall be admitted into the Clubhouse.

26. ALTERATIONS TO CONSTITUTION

This Constitution may be altered by the Club in General Meeting, provided always that no such amendment shall be of any effect unless and until the consent of the Attorney General has been obtained thereto in accordance with the provisions of paragraph 2 of Article 58 of the Licensing (Jersey) Law, 1974.

27. DISPLAY OF RULES

A copy of these Rules shall be displayed in the Clubhouse.

28.. INTERPRETATION

Any question which may arise as to the interpretation of this Constitution shall be decided by the Executive Committee:

29. COMPLAINTS

All complaints shall be made in writing to the Chairman, who, if unable to remedy them, shall submit the same to the Executive Committee for a decision.

30. DISCIPLINARY POWERS

The Executive Committee shall have the power to reprimand, suspend or expel any Member who infringes any provision of this Constitution or any Regulations made thereunder or whose conduct or behaviour shall in the opinion of the Executive Committee warrant such action. Provided that no Member shall be suspended or expelled without first being requested to appear before the Executive Committee to be given an opportunity to reply to any allegations made against him or her. Any Member so requested shall be given at least seven days' clear notice in writing by the Secretary, which notice shall contain a summary of the allegations made.

Schedule (Clause 4(1))