

# Rules of the Club

## 1 FUNCTION & OBJECTIVES

The club exists to generate financial and practical support for the Biggin Hill Battle of Britain Centre. Its objects are to:

- 1 Advance the education of children, young people and adults concerning the role Biggin Hill played in the Battle of Britain and related subjects.
- 2 Organise functions to provide social and educational outlets for members of the Club and promote the Heritage Centre within the community.

## 2 CONSTITUTION

Membership is open to any adult (over 18) upon payment of the annual subscription. Upon being accepted as a member of the Club, the member agrees to abide by the Club rules during membership. The submission to the Club of a signed membership application shall be deemed as acceptance of the rules.

## 3 MEMBERSHIP

There are four categories of membership:

1. FULL MEMBER. Individuals (over 18) who have paid the annual subscription.
2. JOINT HOUSHOLD MEMBERSHIP Two full members living at the same address
3. CORPORATE MEMBER Any body corporate or unincorporated association which is interested in furthering the Club's objects.
4. LIFE MEMBER Life members shall be appointed at the discretion of the Club Committee and will not pay a subscription.

## 4 SUBSCRIPTIONS

The annual subscriptions, subject to yearly review by the committee, is in respect of the 12 month period from the date of payment of the subscription.

## 5 TERMINATION OF MEMBERSHIP

Membership is terminated if any sum due from the member is not paid in full within six months of falling due.

## 6 COMMITTEE AND OFFICERS

The working committee are members who have been elected by the membership to carry on the administration of the Club from year to year. At no time shall their numbers exceed 10.

Club Officers will be elected each year at the AGM from Committee members of the ensuing year, retiring officers being eligible for re-election. The officers shall consist of Chairman, Vice Chairman (who shall be Chairman elect), Treasurer and Secretary.

The Committee in office shall be responsible for carrying on the business of the Club and shall hold a minimum of eight meetings per year. At these meetings the Treasurer will report on the Club's finances and any special payments authorised. Detailed minutes of all meetings will be kept by the Club.

No Committee member shall receive any remuneration for their services as such, but this does not

prohibit the reimbursement by the Club of any out of pocket expenses incurred by the members on Club business.

A committee member or officer can be removed from office before the expiration of their term of office by passing of a resolution to that effect at a general meeting , convened as set out in the rules. The Committee may co-opt a member or members onto the committee to fill any vacancy. Such co-opted members to act until the next AGM when they may be nominated.

## **7 DIRECTORS**

Committee members are eligible to be elected Directors after serving one year in office. There shall always be two but no more than eight Directors. The longest serving one third of the Directors must retire at each AGM.

## **8 GENERAL MEETINGS**

An AGM of the Club will be held each year. This meeting shall be convened by the Committee by giving at least 21 days notice in writing. A Chairman's report of the Club's activities, a Treasurer's report and audited accounts for the for the preceding year will be presented. The approval of officers for the ensuing year will also take place. This is the extent of the ordinary business to be transacted at the AGM and other business will be deemed special.

A quorum for an AGM shall be 1/10 of the membership or 10 whichever is the greater.

Any organisation that is a member of the Club may nominate any person to act as its representative at any meeting.

Voting at Annual or Extraordinary General Meetings will be decided on a show of hands unless the Chairman or at least three members request that the voting is carried out by secret poll.

## **9 ACCOUNTS**

The Treasurer shall be responsible for keeping proper books of accounts for the Club and for laying before members at the AGM income and expenditure account and balance sheet together with a report on the finances of the Club.

## **10 WINDING UP**

In the event of it being necessary to wind up the Club, any property whatever of the Club remaining after the satisfaction of all debts and liabilities shall be given or transferred to another Club (or charity). The benefactor will be required by their rules to use this property to fulfill their published functions and objectives and not permitted to distribute it among its members.

## **INTERPRETATION OF THE RULES**

These rules are for the general guidance of members only, and any question as to their application, construction or amplification should be referred to the Committee whose ruling thereon will be final and binding on all members.

## **NOTICE**

The Club is registered as a private company limited by guarantee.

The Company is incorporated under the Companies Act 1985 as private limited company number 5523601. The date of incorporation being 1st August 2005.

**BIGGIN HILL  
BATTLE OF BRITAIN SUPPORTERS' CLUB**

Registered Address:  
No.2 Bottom Barn Cottages  
Berry's Hill  
CUDHAM  
TN16 3AG

[www.bhbobsc.org.uk](http://www.bhbobsc.org.uk)