



TRI-COUNTY AMATEUR RADIO CLUB CONSTITUTION

“Age, nationality, disability, political and ethnic barriers are non-existent in the Tri-County Amateur Radio Club and we all strive to promote international friendship and understanding throughout the world”

Governing Body

The Founder members as stated below, form the Governing Body of the Tri-County Amateur Radio Club and have a unique status of authority.

The governing body holds all powers of review, and has complete authority to overturn committee, legislative and voting actions that are considered to be a conflict of interest with the aims and intentions of the Tri-County Amateur Radio Club. 7 Sheepwalk Road Lisburn.

Founder and Governing Body members of the Tri-County Amateur Radio Club

Gordon Nesbitt GI0OKM

Stephen McFarland GI4RNP

1. Name

The Club shall be known as the **Tri-County Amateur Radio Club**.

- (a) All members including visitors to the Tri-County Amateur Radio Club will be asked to sign “A disclaimer statement” before you will be allowed onto the premises of Mark Evans Engineering Plant where the club is located.

Refusing to sign the “Disclaimer statement” you will be promptly asked to leave and be escorted off the premises.

- (b) Due to the extensive size of the site, members will sign in when arriving

and sign out when leaving for health and safety reasons.

(c) Members will be made aware of Risk assessments for their own Health & Safety each time they are on site.

(d) Members will be made aware of the Fire Safety Evacuation drills each time they are on site.

2. Aims

The aims of the club shall be to further the interests of its members in all aspects of amateur radio and directly associated activities.

- (a) The Club shall promote the interests in amateur radio and to encourage support for new members in order to ensure the long-term security of the hobby for future generations.
- (b) To encourage the use of radio equipment.
- (c) To encourage research into the history of the development and use of radio equipment
- (d) To maintain and develop an understanding of practical technics as applied to radio equipment.
- (e) To work with the RSGB and other appropriate bodies to promote the continued and full use of radio equipment on the amateur bands using all modes available on those bands, including historic modes such as, amplitude modulation, frequency modulation and CW.
- (f) To advance, promote and sustain the interests of amateur radio in so far as they align with the other aims of the Tri-County Amateur Radio Club.
- (g) To co-operate with other societies, clubs and organisations with similar interests, either nationally or internationally.
- (h) To encourage the goodwill and involvement of the wider community, foster community spirit and encourage pride in what we are trying to achieve.

3. Membership

Membership shall be open subject to the discretion of the Governing Body only, to all persons interested in the aims of the club.

Full Members.

A 6 month probationary period is required for Intended membership of the Tri-County Amateur Radio club, membership fees will still be required, and intended members will be required to attend twice a month during the 6 month probationary period. Full members must be 18 years of age or over or must hold the permission of any competent authority to install and operate an amateur radio station at the Tri-County Amateur Radio club premises.

Honorary Members

Honorary life membership may be granted to any person, who, in the opinion of the Committee, has rendered outstanding service to the club, either directly or indirectly. Such membership shall carry the right of full membership but shall be free of subscriptions and will have no voting rights.

Guests.

Guests may attend only once, before needing to pay membership subscription if they wish to join Tri-County Amateur Radio club.

Family Members

The rights and obligations of such additional members shall be identical to those of a full membership and shall be subject to the admission procedures specified. But shall not extend to the receipt of individual copies of the clubs newsletter and other publications.

Persons under 18 years of age

The Committee may, exceptionally offer membership to a person under 18 years of age under such conditions as they are accompanied by their parents or guardian. Under-age members will not be allowed to vote at any meetings.

All members shall abide by this constitution of the Tri-County Amateur Radio

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club. The Governing Body shall has the powers to expel any member whose conduct, renders that person unfit to be a member of the club.

No member shall be expelled without first having been given the opportunity to appear before the Governing Body.

Disabled Members

The definition of disability for this purpose uses, that in the Disability Discrimination Act 1995 of 'a physical or mental impairment which has a substantial and long-term adverse effect on his/her ability to carry out normal day-to-day activities.'

A percentage of the Tri-County Amateur Radio club members may or could be disabled or have hidden disabilities, these members are exempt from attending on a regular basis for their own personal disability reasons.

3a. Child Protection and Vulnerable Adults Policy

1. The Tri-County Amateur Radio club accepts that the welfare of children visiting Amateur radio club is paramount and all possible measures shall be put in place to ensure that this is a safe place for children to be. We recognize that our duty is to take such care as is in all the circumstances reasonable to ensure that they will be safe and enjoy their visit to Tri-County Amateur Radio club.
2. We are also aware that the standard of care expected in relation to children is higher than in relation to adults because all volunteers must expect children to be less careful than adults. The child's welfare refers to protection from accidents, alarm and abuse. To this end, guidelines as to good practice when dealing with children have been defined and risk assessments for on-site activities have been completed.

3. Appropriate procedures for dealing with situations and/or incidents have been defined and are available for members to consult. This includes telephone numbers for the appropriate agency (ices) to be contacted.
4. The Child Protection Policy is displayed on the notice board in the Radio Room and a further copy is displayed in the club documents folder.
5. All members/new members will be asked to read a copy of the Child Protection Policy and confirm by signature that they agree to abide by the Child Protection Policy.
6. Each member/new member will receive a copy of the Child Protection Policy as a personal guide.
7. Any member/new member refusing to sign the Child Protection Policy will be asked to leave the Tri-County Amateur Radio club site.
8. The Child protection and Vulnerable Adults policy will be reviewed every year.

Child Protection Contact Numbers

Contact Information Address:

Lisburn Health Centre,
25 Linenhall Street,

Lisburn,

Co Down, BT28 1LU

028 9250 1276

Neighbourhood Policing Team

White Mountain

Constable Wilson 07786 917804

Constable Best 07971 933377

NPT Sergeant Marsh 07971 934311

NPT Sergeant Burke 07793 960541

NPT Sergeant Hart 07971 933231

NPT Inspector Gray 07787 423500

NPT Inspector McMullan 07825 084434

On-site Medical Assistance

4. Subscriptions

- (a) The annual subscriptions for membership shall be set by the Committee.
- (b) All subscriptions shall be due and payable at the beginning of the year. Members in arrears have no voting rights.
- (c) Membership shall run from the 1st January to 28th/29th February, with the exception of new members wishing to join.
- (d) A member shall have deemed to have resigned from the club, if by the following 31st March in the same year, the subscription has not been paid.
- (e) The Committee shall have the power to waive or reduce subscriptions in special circumstances for a period not exceeding 1 year at a time.

5. Finance

Finance is the total responsibility of the Treasurer

All money received by the Tri-County Amateur Radio club shall be promptly deposited in the club's bank account.

Changes of Account details will require the signatures of at least two members of the Governing body.

All funds received by the Tri-County Amateur Radio club will be used to further the objectives of the club.

6. Membership of the Club's Committee

The Club's affairs shall be administered by a Committee elected at the Annual General Meeting. The Committee, in whom the Club's property shall be invested, shall consist of:

- (a) A chairman who will preside at all meetings at which he is present, No member may hold this position for more than five years. But may be re-elected at the group's AGM.
- (b) A Vice-Chairman who will act as Chairman in the absence of the Chairman. No member may hold this position for more than five years. But may be re-elected at the group's AGM
- (c) A Secretary who will be responsible to its members for;
Keeping the minutes of all meetings of the Club.
Ensuring that all correspondence is correctly handled.
Maintain a master roll of members and honorary members.
Maintaining a register of Club's equipment, private and all other items that are owned or on loan to the Tri-County Amateur Radio club by individual members.
No member may hold this position for more than five years. But may be re-elected at the group's AGM
- (d) A Treasurer who will be responsible to its members for;
Keeping Tri-County Amateur Radio club accounts
Advising the Secretary of new members joining

Advising the Committee on all financial matters.

Preparing the accounts for presentation at the AGM.

No member may hold any committee position for more than one year. But as the need arises, may be re-elected at the group's AGM

- (e) Other positions such as QSL Manager/Events Manager etc. will depend on the increase of membership and this constitution will be amended to take those positions into account.

7. Committee Standing Orders

- (a) The quorum for Committee meetings shall be at least three members of the Committee or at least, two members of the Governing body. In the absence of a quorum, business may be dealt with but any decisions taken on, become valid after ratification at the next meeting at which a quorum exists.
- (b) Committee meetings may be called by the Governing Body or Committee members.
- (3) The club's affairs shall be administered by a Committee elected at the Annual General Meeting; they shall hold office until the next Annual General Meeting.
- (4) The Committee shall have been members of the club for at least two years prior to the election.
- (5) In exceptional circumstances a member that shows outstanding voluntary commitment for the benefit of the Tri-County Amateur Radio club will bypass the two year limit of holding a committee position. This rule can be applied by the present Committee but the final decision lies with the Governing body of the Tri-County Amateur Radio club.

8. Annual General Meeting

- (a) The Annual General Meeting shall normally be held on the first Sunday of January each year. At least 21 days' notice shall be given

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to each member in writing.

- (b) The quorum for the Annual General meeting shall be at least 5 full members, all committee members, including all members of the governing body.
- (c) The agenda for the meeting shall be;
 - (a) Apologies for absence
 - (b) Minutes of the previous AGM
 - (c) Chairman's report
 - (d) Secretary's report
 - (e) Treasurer's report
 - (f) QSL Manager/Events Manager/ Administrative Officer's report
 - (g) Election of the new Committee
 - (h) Other business
- (d) Items (a b & c shall be chaired by the out-going Chairman, item (g) by an acting Chairman who is not standing for election to office, and the remaining business by the newly elected chairman.
- (e) Nominations for Committee members will only be valid if confirmed by the nominee at the meeting only.
- (f) Items to be raised by members under other business must be notified to the Secretary not less than 21 days before the AGM.

9. Extraordinary General Meeting

Extraordinary General Meetings may be called by the Governing Body or the Committee, the date of the meeting being the earliest convenient as decided by the Governing Body or Committee. At least 28 days' notice in writing must be given to the Secretary, who in turn shall give members at least 14 days' notice in writing of the agenda. No other business may be transacted at the EGM.

10. Amendments to the Constitution

Amendments to the Tri-County Amateur Radio club Constitution will only be carried out by the members of Tri-County Amateur Radio Club Governing body members.

11. Winding up of the Club or Society

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- (1) The decision to wind up the Tri-County Amateur Radio club may be taken only at an EGM called for that purpose, and on the agreement of a simple majority of those present in person.
 - (2) Where the total membership is 10 or less, rendering it impossible for such a meeting to be quorate, then a quorum shall be a majority of the membership attending.
 - (3) The funds of the club shall, after payments of any outstanding debts be disposed of as directed by the members at that meeting.
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