



Guernsey Aero Club LBG

Club Rules
April 2025
Amended September 2025

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GUERNSEY AERO CLUB RULES (“the Rules”)

1. NAME

The Club is an incorporated body, limited by guarantee in the Bailiwick of Guernsey under the name of “Guernsey Aero Club LBG” (“the Company”). The Club shall be known as the Guernsey Aero Club and is referred to hereinafter as (“the Club”). The constitution of the Club is based upon the Memorandum and Articles of Incorporation of the Company. In the event of a disagreement between these Club rules and the Memorandum and Articles of Incorporation of the Company, the latter shall prevail.

2. OBJECT

The object of the Club shall be to foster an interest in aviation.

3. RULES

This document sets out the Rules applicable to all members of the Club.

- (a) Every member of the Club shall be bound by the rules (“the Rules”) and by-laws (“the By-Laws”) of the Club for the time being in force.
- (b) Every member upon joining the Club shall be issued with a copy of the Rules and By-Laws, but failure to receive a copy of the Rules and By-laws shall not absolve a Member from an obligation to abide by them.
- (c) A copy of the Rules and By-Laws shall at all times be displayed on the Notice Board in the Club.

4. MEMBERSHIP

- (a) Full Club Members:
 - (i) Any person of 18 years of age or above, who has consented to be a guarantee member of the Company and paid their Annual Subscription for the time being due, and who has completed an application form which has been duly accepted by the Executive Committee shall be deemed to be a Full Club Member.
 - (ii) Every Full Club Member shall be entitled to attend and vote at any General Meeting of the Club.
 - (iii) Joint Membership applies to spouses or partners in an established long-term relationship usually living together at the same address. For the avoidance of doubt, both members of a joint membership shall be entitled to a separate vote at any General Meeting of the Club and both members shall be individually deemed to be Full Club members.
- (b) Ex Officio Club Members:

- (i) The Executive Committee may grant Ex Officio Membership of the Club to any employee of the Club or to any other person connected with aviation in Guernsey who is, in the opinion of the Executive Committee, of benefit to the Club provided that any such Membership granted by the Executive Committee under this provision shall be subject to any conditions which the Executive Committee may determine and such Membership may be terminated upon one month's notice in writing.
 - (ii) Any person who is granted Ex Officio Membership of the Club shall not be liable to pay the Annual Subscription fee. If said member's Membership of the Club is terminated by the Executive Committee, they may apply for Full Club Membership which application shall be regarded as a normal application for Membership.
 - (iii) An Ex-Officio Club Member shall not be eligible for election to the Executive Committee.
 - (iv) For the avoidance of doubt, Ex-Officio members are not deemed to be Full Club Members for the purposes of the Rules and the By-Laws
- (c) Honorary Life Club Members:
- (i) Honorary Life Membership of the Club may be conferred upon any person whose services to the Club are, in the opinion of the Executive Committee, worthy of such recognition and is approved by the club members at a General Meeting.
 - (ii) Honorary Life Club Members shall be deemed Full Club Members for the purposes of the Rules and By-Laws.
 - (iii) Honorary Life Club Members must consent to be and become a guarantee member of the Company.
- (d) Overseas Club Members:
- (i) Any person residing permanently outside the Channel Islands may apply for an Overseas Membership, provided that the applicant is accepted by the Executive Committee and shall pay the appropriate Annual Subscription fee for the time being due.
 - (ii) For the purposes of an application for Overseas Membership any applicant who is ordinarily resident in Guernsey but who is, at the time when the Annual Subscriptions are due, resident outside the Channel Islands for the purpose of obtaining educational qualifications, and is likely to be resident outside Guernsey for at least six months in each year, shall be deemed "residing permanently outside the Channel Islands".
 - (iii) For the purposes of the Rules and By-Laws, Overseas Members are not deemed to be Full Club Members.
- (e) Social Members:

- (i) The class of membership previously known as Social Membership is withdrawn with effect from 1 April 2024. Existing Social Members shall be entitled to continue to renew as such until their membership lapses or expires.
 - (ii) No Social Member shall attend or vote at any General Meeting of the Club or participate in a distribution of Club assets.
 - (iii) Social Members are not deemed to be Full Club Members for the purposes of the Rules and By-Laws. For the avoidance of doubt Social Members will not be guarantee members of the Company.
- (f) Visiting Members:
- (i) A Member of any Aero Club not based in Guernsey.
 - (ii) Any Aircrew Member on the Active List of any of the three Branches of His Majesty's Services.
 - (iii) Any Aircrew Member of any Airline not based in Guernsey.
 - (iv) Visiting Members shall be bound by the Rules and the By-Laws of the Club, but shall not be deemed to be Full Club Members for the purposes of the Rules and Bye Laws.
- (h) Spouse/Partners of Members:
- (i) Full Club Members wishing to include their spouse or long-term partner in their membership shall apply for Joint Membership as described herein. In the case of Life Members, an additional Subscription will be payable in an amount defined and amended by the membership from time to time through the mechanism of a General Meeting.
 - (ii) The spouse/partner of any Ex Officio Club Member or Honorary Life Club Member shall be deemed to be included in any grant of Membership under these Rules unless otherwise specified in the grant.
 - (iv) Membership of the Club shall include the right of Members to bring their children into the Club at any time until their children reach the age of 18. No such right of entry shall be deemed to be club membership and such children are admitted onto club premises on condition that a member-parent accompanies them at all times.
- (i) Life Membership
- (i) Any person who has completed an application form which has been duly accepted by the Executive Committee, consented to be a guarantee member of the Company and who has paid the Subscription for Life Membership shall be deemed to be a Life Member.
 - (ii) The subscription payable to become a Life Member shall be determined and amended from time to time by the Executive Committee. Such subscription

amounts as set by the Executive Committee are to be approved at General Meetings.

- (iii) Life Members shall be deemed to be Full Club Members for the purposes of the Rules and By-Laws.

5. **ELECTION OF MEMBERS**

- (a) Any person who wishes to become a club member shall complete an “Application for Membership” form and:
 - (i) In the case of an application for Full Club Membership or Overseas Membership, the Application Form shall be signed by a Proposer and a Seconder who must be Full Club Members. The form shall then be signed by a member of the Executive Committee who personally knows the applicant or who has met the applicant after the application has been made and is satisfied that the Applicant is a fit person to be a Member of the Club. The applicant must also consent to become a guarantee member of the Company.
- (b) The Club Administrator shall ensure that all fees due are paid before the application is placed before the Executive Committee.
- (c) The Executive Committee shall have the right to consider acceptance of each application by majority ballot and shall be empowered to refuse membership.
- (d) Any person whose application for membership has been refused shall not reapply until the expiration of one year.
- (e) Notice in writing shall be sent to each person whose application has been rejected, and all fees paid will be returned.
- (f) All Members will be issued with a membership card which should be carried at all times when visiting the Club.
- (g) Failure to produce the membership card on the request of the Club Administrator, an Executive Committee Member or bar person may result in refusal of entry into Club premises until the card is produced.
- (h) Full Club Members as described herein become guarantors of the Company for the duration of their membership. The amount guaranteed by each guarantor shall be £1 (“One Pound”).

6. **SUBSCRIPTIONS**

- (a) The Annual Subscription fees payable shall be fixed at the Annual General Meeting and shall be payable on the first day of April in each year.
- (b) Subscriptions shall be paid by the last day of April and any person whose subscription is in arrears on 1 May shall cease to be a member of the Club, the Executive Committee having discretion to decide otherwise in exceptional circumstances.

- (c) A person whose Membership has become forfeit may reapply for membership in the usual manner.

7. LOANS

- (a) Notwithstanding any other provision of these rules, the Executive Committee may, on behalf of the Club, accept a loan from any Full Member in such sum and under such terms as may be approved by the membership in General Meeting from time to time.

8. EXECUTIVE COMMITTEE

- (a) The Company is controlled by a board and the Club is controlled by an Executive Committee. For convenience, the board and Executive Committee shall be one and the same body. The members of the Executive Committee will ordinarily be elected annually at the Annual General Meeting by the Members who are entitled to attend and vote

In order to comply with The Charities etc. (Amendments, Exemptions, Governance and Specified Amount) (Guernsey and Alderney) Regulations, 2022 the powers and duties of the members of the board and Executive Committee are set out below:

- (1) a requirement for board members to be persons of integrity and probity who have suitable and appropriate skills and experience;
 - (2) a duty to act in good faith at all times, with a general duty of care;
 - (3) a duty to act only in accordance with the powers afforded by the constitutional documents;
 - (4) a duty to ensure that there are measures in place to enable the Club to achieve its purpose and mission or objectives effectively, to fulfil its other obligations under its constitutional documents and to discharge any legal obligations to which it is subject;
 - (5) a duty to review the activities of the Club, as well as its own performance, from time to time to ensure that the Club continues to achieve its purpose and mission or objectives effectively, to fulfil its other obligations under its constitutional documents and to discharge any legal obligations to which it is subject, as required by Regulation 11;
 - (6) a duty to take all reasonable measures with the objective of ensuring that the financial position of the Club is satisfactory and prudent for the purposes of the Club's mission or objectives;
 - (7) a duty to ensure that any conflicts of interest are declared in accordance with the Conflicts of Interest Policy of the Company, as amended from time to time; and
 - (8) a duty to ensure that the majority of board members shall be resident in the Bailiwick of Guernsey.
- (b) The Executive Committee shall consist of nine members formulated as follows:

Chairman, Treasurer, Seven Full Club Members
- (c) The Executive Committee can additionally appoint a Secretary (unpaid). Such a person shall not be deemed a member of the Executive Committee and will not have a vote in Committee meetings.

- (d) The Executive Committee may set up the following Sub-Committees:
 - (i) Recreational Flying Sub-Committee
 - (ii) Air Rally Sub-Committee
 - (iii) Social Sub-Committee
 - (iv) Fund Raising Sub-Committee
 - (vi) Building and Maintenance Sub-Committeeand in addition, any other Sub-Committee considered necessary.
- (e) The Executive Committee may appoint from amongst their number a Vice Chairman.
- (f) The Executive Committee may co-opt a Full Club Member on to the committee to assist with its responsibilities, but that co-opted member will not have any voting powers.
- (g) The Executive Committee shall meet at least once a month, and at additional times when requested by the Chairman.
- (h) A quorum of the Executive Committee shall be five.
- (i) The Executive Committee is empowered to fill any vacancy on the Executive Committee, which may occur at any time during the year.
- (j) No member shall be elected to the Executive Committee of the Club until they have been a Full Club Member, for not less than 12 months.
- (k) The Executive Committee may invite a representative of Guernsey Flying Training Ltd to attend Executive Committee meetings to discuss flying training matters.

9. BY-LAWS

The Executive Committee is empowered to make such By-Laws as are from time to time considered necessary for the good management of the Club.

10. EMPLOYEES OF THE CLUB

- (a) The Executive Committee is empowered to appoint or dismiss any employee of the Club and to set out conditions of service.
- (b) No person who is in the regular employment of the Club or Guernsey Flying Training Ltd shall be eligible for election to the Executive Committee. For the avoidance of doubt, the directors of Guernsey Flying Training Ltd are not deemed to be employees of that company for the purposes of this article.

11. ANNUAL GENERAL MEETING

- (a) The Annual General Meeting of the Club and the Company shall occur concurrently, usually in the month of February for the under mentioned business:
 - (i) to receive the Annual Report
 - (ii) to receive the Treasurer's Report and Annual Accounts for the year
 - (iii) to decide on all subscription fees for the ensuing year
 - (iv) to elect the Executive Committee for the ensuing year
 - (v) to consider any other business item listed in the agenda.
- (b) A Quorum for the Annual General Meeting shall be twelve Full Club Members.
- (c) A Preliminary Notice of the Annual General Meeting shall be posted on the Club notice board for twenty-eight days prior to the date of the Meeting.
- (d) Notice of the Annual General Meeting shall be sent to all Full Club Members at least 14 days prior to the date of the Meeting and shall give details of the Agenda of matters to be discussed at the Meeting. Such notice being sent by e-mail, or by post where a Member has so requested that option.
- (e) Any Full Club Member who wishes to raise a question at the Annual General Meeting shall deliver a copy thereof to the Club Administrator at least 10 days prior to the date of the Meeting.
- (f) The Executive Committee shall cause to be exhibited on the Club notice board for a period of 14 days, which shall be from the twenty-first day to the seventh day (inclusive) immediately prior to the date fixed for the Annual General Meeting, a Notice for the nomination of Officers and Members of the Executive Committee. The Notice shall show:
 - 1. Nominated Appointment
 - 2. Name of person nominated
 - 3. Name of Full Club Member proposing and seconding the nomination
 - 4. Signature of nominee agreeing acceptance of the nomination
- (g) Only those matters detailed in the Agenda may be considered at an Annual General Meeting.
- (h) No persons other than Full Club Members may attend any General Meeting of the Club.
- (i) Minutes of the Annual General Meetings shall be kept together with a copy of the Annual Report and Treasurer's Report.

12. SPECIAL GENERAL MEETINGS

- (a) A Special General Meeting may be convened by the Chairman or Vice Chairman (where appointed).
- (b) A Special General Meeting can also be convened by the Club Administrator on receipt of a written request signed by more than ten per centum of the guarantee members of the Company provided that the request states the purpose for which the meeting is to be convened. A meeting so requested shall be held within 14 days of the receipt of the request.
- (c) The Club Administrator shall forward a convening notice to every Full Club Member, at least seven days prior to the meeting, such a notice shall give precise details of the Agenda.
- (d) Notice of all Special General Meetings shall be posted on the club notice board at least 10 days prior to the date of the meeting.
- (e) Only subjects specified in the Agenda shall be discussed at a Special General Meeting.
- (f) A quorum for a Special General Meeting shall be twelve Full Club Members. Voting at a Special General Meeting shall be by ballot.
- (g) Minutes of a Special General Meeting shall be taken and retained by the Executive Committee.

13. ACCOUNTS

The Annual Accounts shall cover the preceding financial year's business, (the Company and hence the Club's financial year runs from November 1 to October 31). These accounts will be subject to an independent review by a suitably qualified individual or accountancy firm. A copy of the Annual Accounts shall be included in the Notice convening the Annual General Meeting and be available at the Annual General Meeting.

14. BAR LICENCE

The Executive Committee shall appoint a person as the designated official for the operation of the licence as prescribed by law.

15. EXCLUSION FROM CLUB HOUSE

A member of the Executive Committee, the Club Administrator or any bar person has the right to exclude ANY person from the clubhouse at their sole discretion.

16. DAMAGE

Members shall be liable for any breakages or damages caused to the Club's property by them or their guests.

17. **GUEST**

- (a) All Club members shall be entitled to introduce guests to the Club, but no guest may visit the Club on more than 6 occasions in each calendar year. For the avoidance of doubt, this clause does not apply to the minor children of members.
- (b) Such guests must be accompanied at all times by the introducing member.
- (c) Guests must enter their full names and addresses in the Visitors' Book and such member shall sign his or her name in the prescribed place.
- (d) No person who has been refused membership or who has been expelled may be introduced as a guest of the Club.

18. **VISITING MEMBERS**

Visiting Members shall enter their full names and addresses in the visitors' book on each occasion that they visit the Club provided that if Visiting Members visit the Club on more than one occasion in any one day it shall only be necessary to enter their full names and addresses in the visitors' book on the first occasion.

19. **DRINK**

No member shall be allowed to bring to the Club any form of alcoholic drink without the prior authorisation of a member of the Executive Committee or the Club Administrator.

20. **BAR HOURS**

- (a) The permitted licensed bar hours are as follows:

Monday to Saturday inclusive: 10:00-00:45 hours
Sundays (other than Christmas Day): 12:00-00:45 hours
Christmas Day and Good Friday: 11:00-14:30 hours / 19:00-22:30 hours

Note: The closing times of the bar are the times after which any intoxicating drink cannot be consumed.

- (b) The actual bar opening hours will be displayed in the club house. The designated official or a member of the Executive Committee may direct that the bar be closed on any day or for any of the opening hours of a particular day without notice.

21. **CLUB PREMISES NON-SMOKING**

Smoking is not permitted in any part of the club house and not permitted on the balcony.

22. **NOTICES**

No notices shall be displayed in the Club's premises without prior permission of a Member of the Executive Committee or the Club Administrator.

23. CLUB PROPERTY

Newspapers, books, pamphlets, etc or other property of the Club shall not be removed.

24. PARKING OF CARS

- (a) All vehicles are parked at the owners' risk and the Club shall not be held responsible for any loss or damage.
- (b) Members are requested to park their cars without hindrance to any entrance to or exit from the club house or hangar.
- (c) Parking on Club premises is reserved for Members and their guests (when those guests are visiting with a Member).
- (d) Use of the Club car park is further subject to the Car Park By-Laws made by the Executive Committee from time to time

25. ACCESS TO AIRSIDE

Access to airside, whether from the Club premises or otherwise is strictly prohibited without proper authorisation and is prescribed in the Security Access By-Laws made by the Executive Committee from time to time.

26. ALTERATIONS TO THE RULES

Rules may be altered, added to, or deleted but must be presented at a General Meeting of the Club membership for approval.

27. INTERPRETATION OF RULES

Any question which may arise as to the interpretation of these Rules shall be addressed by the Executive Committee. The Executive Committee's interpretation of these Rules is definitive.

28. POWERS OF SUSPENSION AND EXPULSION

The Executive Committee shall have the power to reprimand, suspend or expel any member who shall infringe any rule or by-law or whose conduct shall, in its exclusive opinion, render such member unfit for membership.

Except in extremis, no member shall have their Club membership amended or withdrawn without first being invited before the Executive Committee to explain their conduct, and an opportunity being given to offer a defence.

Every member so summoned shall receive at least one week's notice in writing from the Club Administrator: such notice shall contain a statement of the allegations brought against them.

The Executive Committee has the discretion to suspend any member pending their attendance before the Committee.

29. **MANAGEMENT OF PROPERTY OF CLUB**

Being the Board of the Company, the Executive Committee shall have the powers described by the Memorandum and Articles of Incorporation. A copy of the Memorandum and Articles of Incorporation can be made available to any Full Club Member upon application to the Executive Committee.

30. **DELEGATION**

The Executive Committee shall have the power to delegate to sub-committees, consisting of such members of the Executive Committee as that Committee may appoint, all or any of the powers of the Executive Committee and to revoke any such delegation.

31. **AMENDMENT RECORD:**

8 April 2025	Adoption of the Rules by Guernsey Aero Club LBG. Minor adjustment of the Rules to work in conjunction with the Club's new LBG incorporated status.
19 August 2025	Amendment to Section 8 as required under the NPO Registration.
17 September 2025	Amendment to Section 8 as required under the NPO Registration