



Valley Aviation Society

V-A-S RULES

ABOUT US

The Society was formed in 1993 to further the interests of members in aviation related matters. The Society has a very close working relationship with Royal Air Force Valley and both contribute greatly to the local communities through charitable aims.

The Society has a website and a very active forum for an exchange of information and discussion about aviation matters. The photographic interest and expertise of many of the members is showcased in the galleries

The Society Cabin situated on the "Spotters Car Park" by the main gate of RAF Valley is run by volunteers and sells merchandise and memorabilia on behalf of the Society and base Squadrons and the profits benefit local charities.

The Society holds regular meetings with variety of Guest Speakers from the world of aviation and organise base visits and coaches to various air shows in UK and Europe.

Membership

Membership shall run for 12 months from the date the application was received by the membership secretary. All applications must be made in writing and accompanied by payment in full to the Membership Secretary. Applications will be vetted and applicants shall understand that details may be shared with the relevant security services. All details shall be stored in accordance with Data Protection legislation. All members will receive a copy of the Valley Aviation Society rules and a membership card. Both shall remain the property of the Society and are protected under copyright law.

Full Member— will have full voting rights. The individual will be entitled to make a reservation for all events and trips organized by the Society. A Full member will have the opportunity to attend social meetings at indicated venues, unrestricted access to the

website/forum and to open a photograph album in the gallery section. The full member will also be allowed free entry to the annual photo competition.

Associate Member— is an individual who must be a partner, immediate Family member or a close friend of a full member. An Associate member will not be eligible for committee service. All other benefits are applicable as for a Full member.

RULES

Members will be expected to conduct themselves in an appropriate manner when attending meetings and other events organised by the Valley Aviation Society. A Committee member will be present at such events and all those attending will be expected to comply with his/her instructions and those of the host of the facility, station or unit being visited. Other rules such as Health and Safety instructions must be obeyed at all times.

Members attending secure establishments will abide by any rules set out by the hosts and will submit themselves and property to search if deemed to be appropriate and to be lawful.

Members will be advised of any restriction on photography or note taking and be expected to comply with advice given. Any member failing to heed instructions, advice or at any time taking action which brings the Valley Aviation Society into disrepute will be requested to appear before a disciplinary hearing to explain their actions.

Members will be issued with a membership card and will be required to carry this at all meeting and venues along with one other form of Identification; please inform the Membership Secretary if card is lost or misplaced.

Coach Trips / Base Visits

Full and Associate members will be eligible to reserve a place on such a venture, this may be required in writing together with a Stamped Addressed Envelope to ensure fairness on a “first come, first served” basis.

Reservations **MUST** be secured with a deposit, the balance being due four weeks before the event. Should a member have a genuine reason for cancelling the Committee shall give sympathetic consideration to returning all payments received provided the Society does not incur a cost as a consequence?

It is the individual member’s responsibility to ensure that they are at the nominated pick up point in good time as invariably the transport may not by law be allowed to wait at the appointed location.

The Valley Aviation Society shall not be held responsible for an individual member failing to meet the requirements and therefore the person will not be eligible for reimbursement.

The Committee of the Valley Aviation Society shall stipulate a minimum number of passengers to make the event financially viable. The Committee will make the final decision to cancel if the limit is not reached, all monies will be reimbursed if cancelled.

Members will be responsible for their own luggage and effects on the journey and should be aware that it is against the law to place luggage in the aisles or place heavy equipment in overhead lockers which may cause danger or injury to other travellers.

A crew member will generally be on hand to stow luggage in the appropriate storage space.

No pets or smoking will be allowed on-board the transport.

Members will be advised to use the specified mobile number for the event and should not attempt to contact individual Committee members unless requested to do so. When possible the cost of the event will be fixed, but the Society must remain flexible to take account of sudden or unforeseen rises, such as fuel surcharges etc.

The individual is responsible for ensuring they are in possession of a valid Passport and appropriate Health and insurance requirements, if travelling into Europe.

A departure time will be announced by the organiser and will be adhered to, the Society will not be held responsible for an individual having to make alternate arrangements and incurring additional costs for failing to meet the agreed departure time.

Committee

Shall consist of Chairperson, Secretary, Treasurer, Membership Secretary, VAS Cabin, other members shall be elected annually from FULL members to undertake other roles and responsibilities.

The **Chair or Deputy** — shall preside at all meetings and facilitate business by preserving order and decorum. Oversee the Society's finances and be responsible for the correct running of the Society and ensure all electronic records are kept subject to Data Protection.

Secretary — is responsible for all official correspondence of the society, arrange and attend all meetings, record minutes of said meetings and prepare agenda and disseminate minutes to committee members in advance of the next agreed meeting. Any other business intended for discussion must be submitted to the Secretary before the meeting commences.

Treasurer — is to be responsible to the Committee for accounting of all Society funds and to prepare financial statements as required by the Chair.

Membership Secretary — is to record and process all applications and maintain an accurate electronic database subject to Data Protection.

VAS Cabin --- is to be responsible to the Society for all sales/ merchandising

Finance - all funds, of which the Committee is trustee, shall be deposited in the name of the Valley Aviation Society. Cheques shall require Two Signatories which are authorised on the current Bank Mandate.

Annual General Meeting [AGM]

The meeting to be held on the last Tuesday of each January and will be open to all members. Consideration will be given to Chairpersons address along with reports from the Secretary, Treasurer and an interim report from VAS Cabin along with business previously noted to the agenda.

Any member requiring to raise other business at the AGM shall do so in writing to the Secretary at least **fourteen days** in advance. The final business of the evening will be to elect a committee for the coming year.

Extraordinary General Meeting [EGM]

An EGM may be called in response to a requisition signed by at least **FIVE full members** of the Society. The requisition must state fully the desired objective of the EGM and give text of any motion proposed.

There are rules governing how the Committee conduct their business and are available upon request.

Best Regards

The Valley Aviation Society Committee

Revised 31st March 2011