

North Berks Radio Model Aircraft



Society

Issue 7

NORTH BERKS RADIO MODEL AIRCRAFT SOCIETY

Affiliated to the British Model Flying Association

MEMBERS' HANDBOOK

This Handbook contains the Constitutional Rules and the General Rules of the North Berks Radio Model Aircraft Society and sets out a code of conduct that all members shall comply with.

The aim of the Society is to promote and encourage the building and flying of model aircraft under radio control.

In all activities undertaken by the Society the paramount consideration is safety. All flying in the UK, including model flying is covered by the Air Navigation Order CAP 393 2016. Articles 240 (137) and 241 (138), which apply to all model aircraft, state that 'A person must not recklessly or negligently act in a manner likely to endanger an aircraft, or any person in an aircraft.' and 'A person must not recklessly or negligently cause or permit an aircraft to endanger any person or property' respectively. All flying activities on the Society's flying field (s) must comply with this order and the code of practice contained in the BMFA Members Handbook.

The Society is affiliated to the British Model Flying Association (BMFA), which is the body delegated by the Royal Aero Club to be responsible for all aspects of model flying in the UK. Membership of the BMFA is a condition for membership of NBRMAS. This handbook should be read in conjunction with the BMFA Members Handbook, which contains comprehensive guidelines for the safe operation and enjoyment of model flying.

MEMBERS NAME:

DATE ISSUED:

SAFETY BRIEFING GIVEN:

An electronic fully updated copy of this handbook may be obtained via the club website <http://nbrmas.bmfa.org/>



MEMBERS' HANDBOOK

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1 INTRODUCTION TO THE SOCIETY

Welcome to the North Berks Radio Model Aircraft Society, NBRMAS, one of the country's oldest established radio controlled model aircraft clubs. The main aims of the Society are to promote all aspects of radio-controlled model flying and to provide members with the essential facilities to enable them to pursue their interest.

The major facilities provided by the Society are the flying field and the equipment required for their upkeep. Members are encouraged to participate in the maintenance of the flying field as required. The Society operates a Basic Flying Training Scheme catering for newcomers to radio control flying.

Meetings are held on the first Thursday of each month, which provide a forum for the discussion of model aviation topics. Guest speakers and trade representatives are often invited to address members on the latest technical advances and subjects of general interest.

Suggestions for improvements to the services and facilities provided to members are always welcomed.

The Society is affiliated to the British Model Flying Association (BMFA), which is the body that looks after the interests of Aeromodellers in Great Britain. **Flying activities within the Society shall, where possible, conform to the guidelines set out in the BMFA Safety Code.**

Please study this handbook in conjunction with the current BMFA Members' Handbook: the recommendations in these booklets should allow members to safely enjoy their flying, without exposing others to avoidable risks.

2 HISTORY OF THE SOCIETY

The Society was formed in the Wantage area in early 1966 to cater exclusively for radio-controlled model aircraft enthusiasts. Since that time radio-control equipment has been improved dramatically from quite simple single-channel sets, which usually controlled only the aircraft's rudder, to the present-day sophisticated PCM 'computerised' equipment, which allows the simultaneous use of ten or more channels. Members of the Society pioneered the early development of the proportional control equipment, which formed the basis of later commercial designs.

In the early days, many members built their own radio gear as well as their aircraft. Nowadays, with the state-of-the-art 10-plus channel PCM equipment being readily available, very few members build their radio equipment.

At present the 150-plus membership is made up from roughly equal numbers of beginners, intermediate and experienced flyers. The society offers junior membership to people under the age of 18. Social (non-flying) Membership is also available.

The main flying activity takes place at the Society's grass-surfaced flying field at Landmead Farm, near East Hanney. Most types of R/C aircraft are flown from these fields, ranging from highly detailed powered scale models to simple gliders. Facilities are provided on a separate site for Helicopters. Slope-soaring gliders are flown from local hill sites including 'White Horse Hill' at Uffington; the famous White Horse was adopted as the motif for the Society's badge.

In addition to normal sport flying the Society has organised many open competitions catering for gliders, miniature pylon racers and scale models. Numerous members past and present have participated in National and International competitions and many notable successes have been achieved in the fields of pylon racing thermal soaring and slope soaring.

3 SPORTS COUNCIL

Model flying was recognised by the Sports Council as an official sport in 1992.

4 CONSTITUTIONAL RULES

Constitutional rules can only be changed or passed at an AGM or EGM and govern the way the Society is set up. They provide clear limits to the level of responsibility passed to the committee.

4.1 Name

The Society shall be known as the 'North Berks Radio Model Aircraft Society'.

4.2 Objectives

The purpose of the Society is to promote and provide facilities for the amateur sport of radio controlled model aircraft flying in Oxfordshire, Berkshire and surrounding area and community participation in the same.

4.3 The Executive Committee

An Executive Committee consisting of ten members, viz., Chairman, Secretary, Treasurer, Membership Secretary, Competition Secretary, Public Relations Officer, Safety Officer and three ordinary members, shall administer the Society. A member of the Committee shall be appointed by the Committee to act as Vice Chairman.

4.4 Annual General Meeting

The Annual General Meeting shall normally be held in December each year or at such time and place as may be determined by the Committee, provided that the period between two meetings does not exceed fourteen months. The audited accounts shall be presented at the AGM, the Committee will be elected, and two members appointed to act as Auditors.

4.5 Extraordinary General Meeting

An Extraordinary General Meeting of the Society shall only be held by direction of the Committee, or by a written request to the Secretary signed by not less than five members of the Society eligible to vote.

4.6 Notice Convening Annual or Extraordinary General Meeting

The notice convening an AGM or EGM together with the Agenda shall be dispatched to members of the Society at least 14 days before the date of the meeting.

4.7 Quorum

A Quorum for a Committee meeting shall be at least six members, one of whom shall be the Chairman, Vice Chairman or the Secretary.

A Quorum for the AGM or an EGM shall at least be 25% of the membership. If a quorum cannot be formed at the appointed start time, the meeting shall disband for 30 minutes. The meeting shall start after the 30 minutes has elapsed even if a quorum cannot be assembled.

4.8 Membership of the Society

Membership of the Society shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non discriminatory basis. The Society will keep subscriptions at levels that will not pose a significant obstacle to people participating.

Society membership will comprise the following classes on a non discriminatory and fair basis.

FLYING MEMBERS: Those under eighteen years of age on the first day of January of each membership year are classified as juniors, all other members are seniors. Junior members shall not vote on policy matters or exceed twenty-five percent of the total membership.

NON-FLYING MEMBERS: Social membership is also available. Social members shall not fly models, hold committee posts or vote on policy matters

4.9 Suspension and Expulsion

The committee is empowered to suspend or expel from the Society any member found guilty of a serious breach of the Society rules or whose actions are in any way detrimental to the interests of the Society.

Members facing such a charge will be called before the committee and asked to provide their version of events. Normally two alternative dates will be offered to allow the member a reasonable opportunity to attend. Failure to attend before the committee will result in suspension until such time as the member attends a committee meeting.

At the meeting the committee will listen to the member's account of the event and the accounts of any witnesses. In the event the committee is persuaded an offence has occurred it will then consider what action it wishes to take. For minor offences a

verbal or written warning may be issued but the committee reserves the right for immediate expulsion or suspension of membership in the event of a serious misdemeanor.

An appeal against suspension or expulsion from the Society can be made under Constitutional Rule 5

4.10 Insurance

All members of the Society shall be adequately insured through the Society's officially recognised insurers.

4.11 Expenditure

The Committee shall be responsible for all expenditure. Any expenditure exceeding £250 shall be a unanimous decision of the whole Committee. In the event of a split decision, the expenditure shall be referred to an EGM or AGM.

4.12 Society Donations

Donations to any cause will be subject to a vote made at an EGM.

4.13 Constitutional Rule Changes

Constitutional rules can only be made or changed at the AGM or EGM. General rules may be changed by a majority of the Committee.

4.14 Indemnity

If a Committee Member of the Society engages or becomes involved in court proceedings, whether criminal or civil, in his representative capacity on behalf of the Society, as opposed to in his capacity as a private individual, notwithstanding that he is taking part in Society activities but in circumstances where it would be unreasonable for the Society as a whole to ratify his actions then in the former instance, i.e. in his representative capacity, the Society shall indemnify the Committee Member in respect of any fines or damages or costs awarded against the Committee Member. In the event of a Committee Member being awarded damages or costs in the course of proceedings taken by him in representative capacity such damages or costs shall belong to the Society and not the Committee Member personally and forthwith upon receipt by the Committee Member that Committee Member shall pay them to the Society Treasurer.

4.15 Property and Funds

The property and funds of the Society cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules and all surplus income or profits are reinvested in the Society.

The Society may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.

The Society may also in connection with the sports purposes of the Society sell and supply food, drink.

The Committee will have due regard to the law on disability, discrimination and child protection.

4.16 Disbanding

The Members may vote to wind up the Society if not less than three quarters of those present and voting support that proposal at a properly convened AGM or EGM.

The Committee will then be responsible for the orderly winding up of the Society's affairs.

After settling all liabilities of the Society, the Committee shall dispose of the net assets remaining to one or more of the following:-

- a) To another club or society with similar sports purposes which is a registered charity and/or
- b) To another club or society with similar sports purposes which is a registered CASC and/or
- c) To the Society's governing body for use by them for related community sports and/or
- d) A national charity as nominated by the members at an AGM or EGM.

4.16 Priority

Where there is any conflict between any of the above Rules ('Key Rules') and any other rule or rules the key Rule(s) will take priority. Interpretation of all the Rules must be consistent with the statutory requirements for CASCs (which means Community Amateur Sports Clubs as first provided by the Finance Act 2002).

4.17 Equality, Diversity and Inclusion Policy

NBRMAS believes in treating everyone equalling and with the same attention, courtesy and respect regardless of sex, gender reassignment, marital status/civil partnership, pregnancy and maternity, race (including ethnic origin, colour, nationality and national origin), disability, sexual orientation, religion, and/or belief and age.

NBRMAS is committed to complying with all applicable anti-discrimination legislation and associated Codes of Practice, including the Equality Act 2010.

It is expected that every member or person associated with NBRMAS will conduct themselves in an appropriate manner, which can be characterised by:

- Treating others with dignity and respect
- Having an awareness of the effect one's behaviour might have on others
- Communicating openly and honestly
- Helping each other to achieve objectives

5 GENERAL RULES

General rules govern the way the society operates on a day to day basis and are passed or changed on behalf of the society by the elected committee. The club handbook master copy will be the electronic copy one on the club's website. Any changes to the rules will be notified on the club website and by posting a copy on the notice board in the car park at Landmead. An up-to-date copy of the club handbook will be also kept on the notice board in the club hut.

Subscriptions and membership

- 1 The subscription year runs from 1st Jan to 31st Dec and the rate of subscription shall be determined by an AGM or EGM. New Senior members are to pay a one off fee of £45 towards the Club Field Fund, junior members pay this in £10 annual instalments.
- 2 Senior membership is limited to 115 per year with unlimited junior and social membership. Junior status is to be under 18 years of age on 1st January of the subscription year.
- 3 Members can only join by submitting a membership application form to the Membership Secretary. New members shall attend a safety and operational briefing, given by a committee member before they fly models on the Society's flying field.

Restrictions applied to Members & Visitors

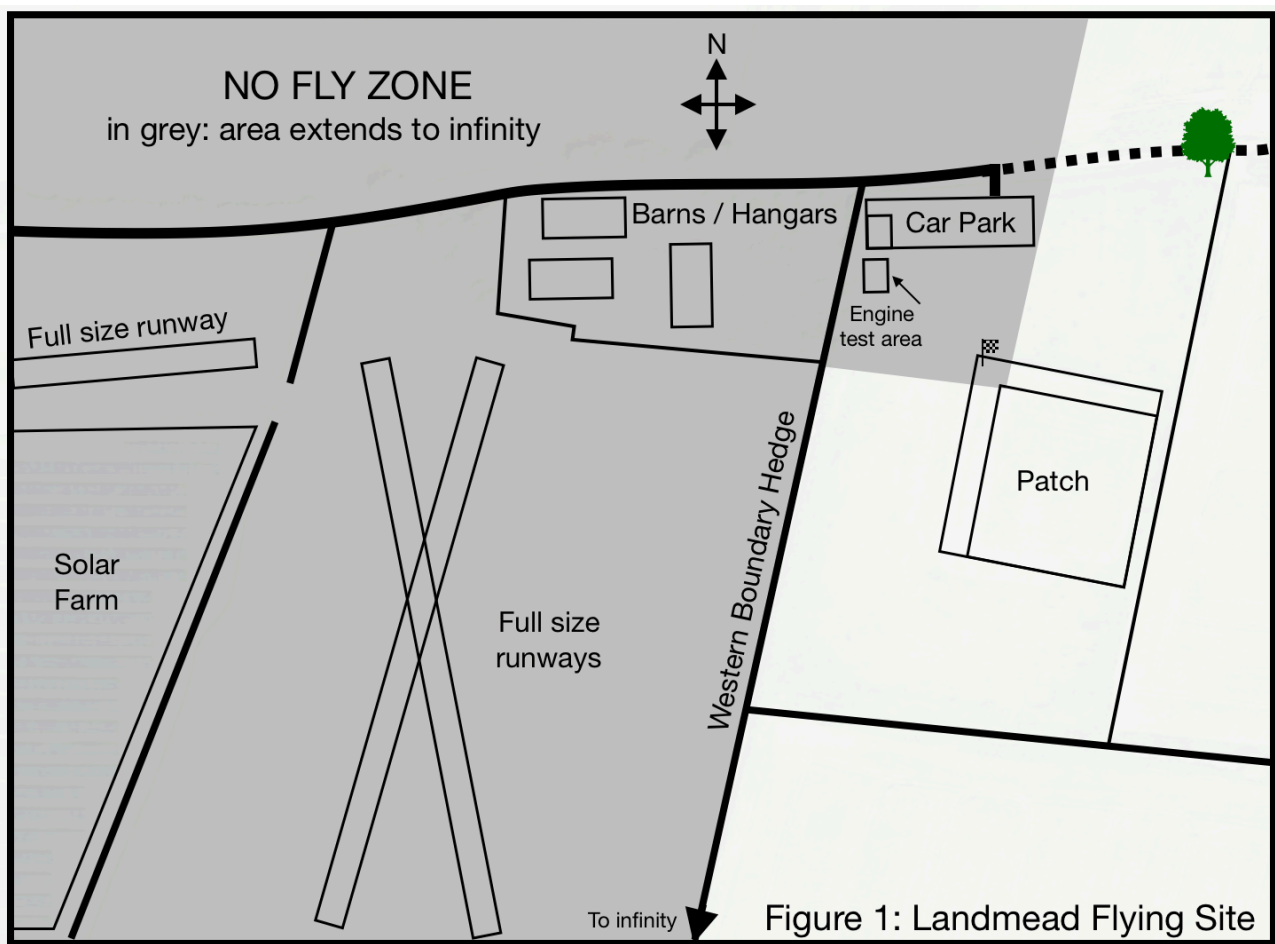
- 4 All members working with juniors or vulnerable adults require a DBS, including the Welfare Officer who is the contact for all related issues.
- 5 Junior members, unless they hold a BMFA 'A' certificate, shall only fly models when supervised by an adult who holds both a BMFA 'A' certificate and a DBS.
- 6 Junior members must be accompanied at all times at the field by a parent or guardian, or a club member with DBS clearance by prior arrangement. In certain circumstances a waiver may be issued by the Committee to allow more independence.
- 7 Models to be flown by a junior or members without a BMFA 'A' certificate must be an appropriate trainer model and must be checked for suitability and airworthiness by a Society Training Instructor or Committee member before such models can be flown.
- 8 Members and visitors wishing to fly solo at Landmead must hold the appropriate BMFA 'A' or recognized certificate.
- 9 Anyone not holding an appropriate certificate may still fly provided they are directly supervised on the flight line by a proficient member holding the appropriate certificate.
- 10 Officially recognised insurance is required before members and visitors may fly from a Society field.
- 11 Neither members nor visitors are be permitted to fly any model that weighs 7 kilograms or over, dry weight, unless that person holds a relevant BMFA 'B' certificate.
- 12 Visiting guests must be accompanied at all times by a current club member.
- 13 Pilots must hold an NBRMAS gas turbine waiver to fly any turbine model at NBRMAS sites and are subject to supplementary rules which accompany the jet waiver. A prerequisite of this is to hold a B certificate. Applications for a waiver to be made via the Committee. Turbine flying requires an approved spotter at all times.

General Operational Conduct

- 14 All members must observe field discipline and comply with the Air Navigation Order, Civil Aviation publication (CAP) 658 and relevant BMFA safety codes as contained in the current [BMFA members' handbook](#), [Code of Practice for Gas Turbines](#) and addendums.
- 15 Drone and Model Aircraft Registration is necessary with numbers appropriately displayed.
- 16 **No member shall fly or act in a dangerous manner.**
- 17 Every member shall be responsible for maintaining safety.
- 18 No model that has a noise level that exceeds 88dBs (as measured at 7 metres with the model approximately 1 metre above the ground) shall be flown from any Society field.
- 19 No member shall behave in such a way as to prejudice relationships with the owner(s) of the flying field or their representatives and members of the public.
- 20 All litter shall be cleared from the flying site at the end of a flying session.
- 21 All members shall park their cars in such a way that does not obstruct farm traffic.
- 22 All members shall abide by the 20mph speed limit which is in force on all farm property. Remember it is a farm and workers are always going about their business.
- 23 The consumption of alcohol (or the taking of judgment impairing substances) is prohibited at the Society site by anyone intending to fly.
- 24 'Lone flying' is discouraged and the use of a spotter recommended.
- 25 Glider towing is permitted. Tow lines must be visible and capable of release by both glider and tug.
- 26 Other disciplines may be occasionally flown, if all pilots present agree and may need to be grounded for the duration of such flying. The flying position for helicopters is half way across the patch.
- 27 The deliberate dropping of removable parts of any model is discouraged and may be stopped by a Committee member.
- 28 Members who witness or are involved in an incident likely to cause personal injury or damage to property must record it in the Incident Book in the Portacabin and report it to the Safety Officer as soon as possible.
- 29 Any powered model fitted with a receiver capable of operating in failsafe mode must have the failsafe set, as a minimum, to reduce the engine(s) speed to idle on loss or corruption of signal.

LANDMEAD SITE RULES

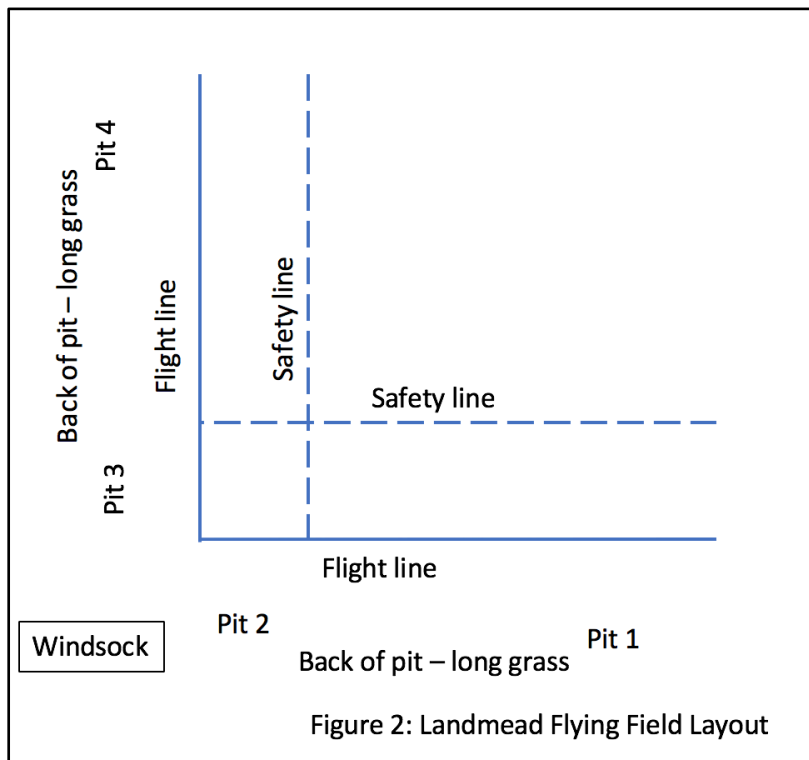
- 30 Landmead Flying Field is adjacent to an operational landing strip used by light aircraft as indicated in Figure 1 below. Members must be vigilant at all times, ensuring that all those present are made aware of the presence of full-size aircraft. Full size aircraft may enter their landing approach or take off without warning.
- 31 **Full-size aircraft must be accorded priority at all times.**
- 32 Models must be flown clear of any full size aircraft, landed or if necessary ditched.
- 33 The grey area, marked on Figure 1 is a permanent **No Fly Zone** for all model types at any altitude.
- 34 No flying over the Western Boundary Hedge.



- 35 The Club operates a peg free system for 2.4 GHz radio.
 For 35 MHz a peg on system is used. Club members should provide their own peg and display this on the relevant frequency on the peg board.
 35 MHz aerials must only be extended on the flight line.
 All other systems require consent from all other fliers.

36 Two flight line positions are permitted.

Depending on sun and wind direction, pits are set up as shown in Figure 2 and should be agreed on by those flying. Where conditions change, pilots should agree to move pits.
As far as possible, pits should be at the downwind end of the pit area.



37 **All models must be suitably restrained.**

38 Unrestrained taxiing of models within the pit area is prohibited.

39 A verbal warning must be given to ensure that other pilots are aware of “taking off” or “landing”, and pilots must call a warning “on the patch” when required and call “patch clear” when clear.

40 **All flying, including take-off and landing must take place beyond the 12 metre safety line.**

41 Hand-launched models must be released beyond the 12 metre safety line, beyond the up-wind end of the pit area in use.

42 After take-off, pilots must take up a position in a close group on the flight line.

43 After landing, models may be taxied towards the flight line, beyond either end of the pit in use and motors must be stopped before reaching the flight line.

44 Models must be removed from the patch as quickly as possible.

45 Models must not be flown over the patch when people are on it.

46 All models must comply with BMFA safety guidelines Section 18.

6 **NBRMAS MODEL FLYING EVENTS**

6.1 **Introduction**

This Code has been introduced to help the society meet its direct responsibility for the safety of spectators and nearby persons and property. The code only applies to closed to club events where spectators (typically family and friends) are expected to attend or a large number of models are expected to be flown. If the wider general public is invited then ALL pilots must hold the B certificate. This code specifically relates to Landmead site.

6.2 **ORGANISATION**

The committee shall appoint a **FLYING EVENT DIRECTOR** who has overall responsibility for the event; they will make arrangements for: (a) Site preparation (b) Spectator control (c) Verification of flyers' competence. The Flying Event Director will assume overall responsibility for the planning, organization and subsequent running of the event.

The committee shall appoint a **FLIGHT LINE DIRECTOR who will assist in the planning of the flying and who will take control of the model flying schedule** (in modelling terms, a Contest Director or CD). The Flying Event Director and Flight Line Director's posts can be held the same person.

The Flying Event Director and Flight Line Director will appointment a **FLIGHT LINE MARSHAL** who will directly control the active model flying. **The Flight Line Marshal must be a separate post.** The Flight Line Marshall will conduct the pilots' briefings.

The Flight Line Marshal must exercise authority over all flying matters as they are directly responsible for the flying safety of the event. They must not hesitate to discipline pilots if necessary and it cannot be stressed too strongly that **theirs is the final say on all matters on the airside of the flight line.** This places a great deal of responsibility on the Flight Line Marshal and it almost defines their job. The flight line marshal will normally appoint a number of deputies to assist in the running of the flight line. In general flight line marshals shall be rested every two hours and a deputy shall assume control for at least half an hour..

6.3 **SITE ARRANGEMENT**

To the upwind and downwind sides of this area there should be no spectators, parked or moving vehicles, or other obstructions within a minimum 100 metres of the boundaries of the take-off and landing area. Flying shall take place without car parks and spectator areas being overflown. If full size aircraft are in evidence over the western boundary no flying will take place over the western boundary. Any model that cannot comply with this shall not be flown while the full size aircraft are present.

6.4 **CONTROL AND SITING OF SPECTATOR AND CAR PARKING AREAS**

Spectators should be behind a stout rope or other barrier located parallel to the take-off and landing direction. They should thus be on only one side of the flying area for radio-controlled aircraft. This rope barrier shall be 50 meters from the flight line if large models (<7 Kg) or jets are expected otherwise it may be set at 30 metres. In NO circumstances should take-off or landing be performed towards or over spectator or car park areas. Sufficient marshals should be appointed to ensure that spectators are appropriately controlled and supervised.

6.5 **PLANNING AND CONDUCT OF MODEL FLYING**

The **Flight Line Marshal** should preferably be an experienced flyer of the type(s) of model aircraft being used at the event, but in any case must be thoroughly familiar with the operating characteristics of the aircraft taking part. They are responsible for the postponing or canceling of all or part of the event in case of adverse circumstances likely to cause a hazard to safety. It is also his responsibility to ensure that minimum nuisance is caused, and that no unauthorised flying takes place. All flyers should have had experience with the aircraft they are to fly and the types of manoeuvres to be performed. In the case of radio-controlled flying;

- (a) All flyers should be BMFA 'A' or 'B' Certificate holders. For closed to society events only, flyers lacking this qualification may be allowed to fly under supervision subject to the discretion of the flying event director.
- (b) All helpers should be familiar with the BMFA Safety Codes and shall be under the direct control of the Flight Line Marshal.

6.6 **FLYING REQUIREMENTS**

All flyers should hold the BMFA 'A' or 'B' Certificate or its equivalent. The pilot may only fly the type of model which he is certificated for. For closed to society events only, flyers lacking this qualification may be allowed to fly under supervision subject to the discretion of the flying event director

The Flight Line Marshal must position the pilots so that they are between the spectators and the flying models.

The society will operate a frequency monitor throughout the event.

If any radio interference is suspected during flying all models shall be landed immediately and no further flying may take place until the interference source is identified and eliminated.

A transmitter pound, together with a pegboard frequency control system, will be operated and all transmitters will be checked with a frequency checker

27 MHz radio control equipment must not be used

The pilot is expected to make all the usual BMFA safety checks before attempting to fly. The pilot shall also observe the NBRMAS handbook operating procedures.

No flying will take place if the surface wind speed exceeds 25 knots, or if the visibility is less than 500 metres.

No turn should terminate with the aircraft on a heading towards the spectator enclosure.

No aircraft may be flown within 50 metres of spectators and for models over 7 kg and all gas turbine powered models this distance should be 70 metres. This may be reduced to 30 metres for take off and landing only. The organisers, especially the Flight Line Marshal, should also consider the need to add additional separation distance for models of exceptional dimensions, weight or performance.

Car parks and spectator areas must not be overflowed.

If full size aircraft are in evidence over the western boundary no flying will take place over the western boundary. Any model that cannot comply with this will not be flown while the full size aircraft are present.

Note that the distance of 30 metres shown must be 50 metres when models over 7 kg or gas turbine powered models are flown.

6.7 GENERAL

It is important that a description of arrangements for the model flying programme be circulated in advance to all people participating in the event. This can be by an oral briefing on the day.

The committee must ensure that the full size pilots are notified of any event in advance.

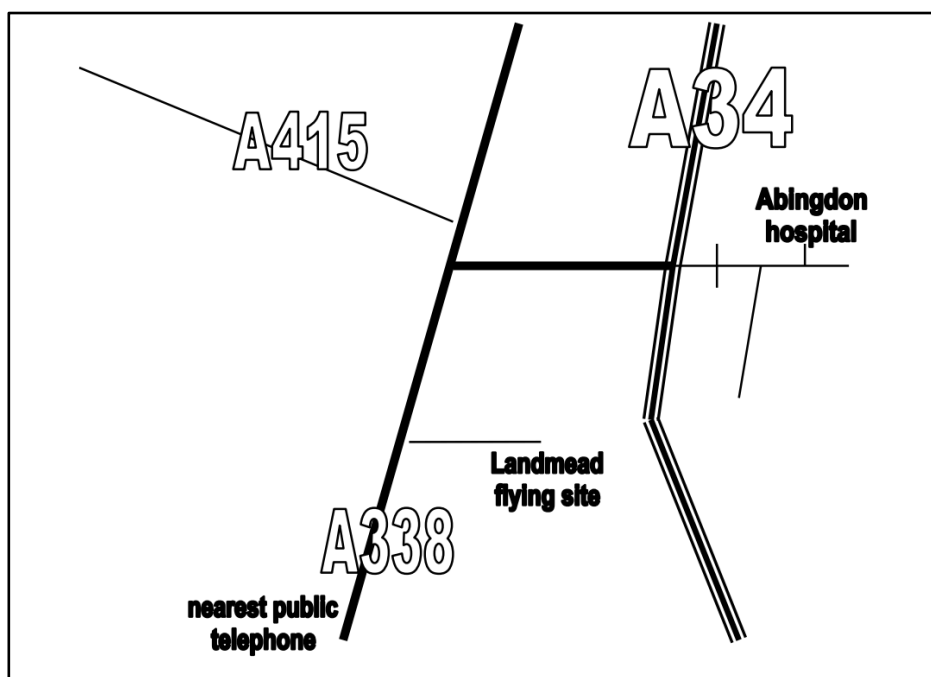
7 MEDICAL EMERGENCY

Location of first aid box:

A small first aid kit suitable for minor injuries can be found in the green portacabin on the wall by the windows. Alternatively, the casualty can be taken to:

Minor injuries unit

There is a minor injuries unit at Abingdon Hospital which is open between 10.00 am and 10.30pm every day. The phone number is 01235 208730. See below.



Location of Abingdon hospital & nearest public telephone

Nearest 24 hr Casualty Department:

The John Radcliffe Hospital
 Headington
 Oxford.

Serious injuries

In the case of more serious injuries it may be necessary to summon emergency services. The address of the site is Landmead Farm, which is situated on a farm track off the A338 [Oxford to Wantage road] between Venn Mill and East Hanney

Directions:

Heading south on the A338 towards Wantage, turn left down farm track 200 metres after Venn Mill. Follow track, passing farm buildings on left. Continue down track, passing farm buildings on right. The flying site is the first gate on the right after these buildings.

Nearest Public telephone:

East Hanney village Directions; Go to main road (A338), Turn left towards Wantage. Continue on this road for approximately 1 mile. Turn right at the first crossroads. The public telephone is on the left.