



## **Buccaneer Motor Sports Club. Club Rules.**

### **1. Title.**

The Club shall be called The “Buccaneer Motor Sports Club”, hereafter referred to as the club.

### **2. Affiliation.**

The Club shall be affiliated to the Motor Sports Association (MSA) and any other relevant organising body as approved at the Annual General Meeting (AGM).

### **3. Object.**

The object of the Club shall be to promote motor sport in accordance with the rules and policies of the MSA, provide competent officials for MSA events, protect the interests of motor sport and promote the pastime of motoring.

### **4. Membership.**

Full membership of the club shall be open to any person(s) interested in motor sport. Only full club members will be entitled to a club card.

The annual membership subscription of the club shall be determined by the committee and presented at the AGM. The membership year shall be from 1<sup>st</sup> January to 31<sup>st</sup> December. New members who join more than half way through the year shall be offered half price membership for the remainder of that year. The financial year of the club ends on the 31<sup>st</sup> December.

The committee may award discretionary membership for a period not to exceed one year.

### **5. Committee.**

A Committee shall be elected consisting of a Chair, Secretary, Treasurer, Child Protection Officer and up to five other members (of which it is recommended that two posts be Competition Secretary and Chief Marshal) to enable the Committee to properly conduct the business of the Club. A Vice Chair may also be elected. All members of the Committee shall be elected at an Annual General Meeting and shall hold office until the next Annual General Meeting, when members of the Committee shall then resign and may offer themselves for re-election. The committee may fill vacancies at any time using co-option.

Three committee members shall be nominated to sign cheques on the club's general accounts. The organisers of any event that maintains its own bank account shall, with the approval of the committee, appoint members of the event sub-committee to sign cheques on those accounts.

The Committee shall have the power to appoint sub-committees and to make supplementary rules for the management of the Club and for any special purposes. The committee will appoint an organiser for each MSA permit event. The committee may decide any question on the interpretation of these rules or

anything relative to the Club not provided for herein, and take whatever action they deem necessary for the good of the Club, which is not inconsistent with these rules. The decision of the Committee shall be final.

## **6. Meetings**

The Annual General Meeting, of which at least twenty one days notice shall be given by the Secretary, shall be held for the purpose of holding elections for the Committee and receiving from the Chair, Secretary and Treasurer reports and statement of accounts covering the previous year. The accounts shall be audited by an Auditor appointed at a meeting of the Committee. Reports from Committee members will be published at the Annual General Meeting. Any member wishing to include any matter on the Agenda for any meeting, including nominations for Committee posts, shall notify the Secretary in writing at least fourteen days before the meeting.

An Extraordinary General Meeting may be convened either by the Committee or on written requisition of not less than one fifth of the fully paid up members. Twenty one days notice shall be given to all members of the date and purpose of the meeting.

A Quorum for the Annual General Meeting or an Extraordinary General Meeting shall be a number of club members equal to half the committee rounded down and must include one of the following; Chair, Vice Chair, Secretary or Treasurer. Decisions put to the vote are carried by a two-thirds majority. Postal voting is permitted when deemed necessary.

The Club may be dissolved by an Extraordinary General Meeting. If a resolution of dissolution is carried, the Committee shall liquidate forthwith the affairs of the Club, and if there are any surplus assets of realisation these shall be disposed of according to the direction of the Extraordinary General Meeting.

Any number of Committee meetings may be held per annum (at least one), for which at least twenty one days notice will be given by the Secretary to all Committee Members. The Club's definition of a Quorum shall be at least half of the Committee members rounded down and must include one of the following; Chair, Vice chair, Secretary or Treasurer. All club members are entitled to attend committee meetings but only the committee members are entitled to vote, and the chair shall have a casting vote only. Decisions put to the vote are carried by a straight majority.

## **7. Conduct of Members.**

Every member joining the Club undertakes to comply with these Rules. Any refusal or neglect to do so, or any conduct deemed detrimental to the Club by the committee, shall render a member liable to expulsion by the Committee, provided that the member has had notice of the proceedings before such Committee Meeting. A member expelled under this rule shall forfeit all claims among the Club and its property. Further, such a person may have the right of appeal to an Extraordinary General Meeting, the decision of which shall be final. The Committee may remove from the list of members any member whose subscription is more than one month in arrears, but may reinstate such a member on payment of all outstanding arrears.

## **8. Child Protection Policy**

The club operates in accordance with the MSA Child Protection Policy.

## **9. Cadet Marshals**

The club operates in accordance with the Buccaneer Motor Sports Club Cadet Marshal Policy, see appendices A & B.

## **10. Alteration of Rules**

Any alteration may be made to these rules provided that details of the proposed alteration is included in the notice of a General Meeting and the resolution proposing such alteration is carried by two-thirds of those voting.

## **Appendix A - Buccaneer Motor Sports Club Cadet Marshal Policy.** (v1.0 01/01/2009)

This policy applies when Cadet Marshals attend events under the supervision of any member of Buccaneer Motor Sports Club. A Cadet Marshal (Cadet) is presumed to be any young person between their 11<sup>th</sup> and 16<sup>th</sup> birthdays. Different events may have additional criteria to these in this standard policy.

1. All Cadets must be signed on using an "Under 18" signing on sheet which must be countersigned by the cadet's parent or legal carer. Should an "Under 18" signing on sheet not be available at signing on, then the parent or carer must sign next to their entry on the standard signing on sheet.

*Note: It is recommended that an "Under 18s" signing on sheet is printed off in advance from the MSA's website at the following address:*

[http://www.msauk.org/uploadedfiles/msa\\_forms/Signing\\_Officials\\_U18\\_Hoz.pdf](http://www.msauk.org/uploadedfiles/msa_forms/Signing_Officials_U18_Hoz.pdf)

2. In cases where a parent or legal carer is unable to attend the event, a cadet may still attend with another adult as long as that adult has written authority from the cadet's parent or carer to act as a "temporary carer" for the duration of the event and any associated travel.

The "Club's Cadet Marshal Consent Form", available from the Buccaneer Motor Sports Club website (<http://www.bmsc.org.uk>) shall be used to provide this authority and delegated medical consent.

3. The Cadet's parent/carer or temporary carer in attendance at the event has the responsibility for ensuring the safety of the Cadet throughout the event and any associated travel.
4. Cadets must be accompanied by a parent or carer at all times when they are in close proximity to a live rally stage, or any other area which presents an increased level of hazard.
5. Cadets are encouraged to undertake as many roles as practicable as long as they remain in an area of relative safety.

As a guide, the following lists provide examples of how areas/roles are generally considered for Cadet Marshals:

Suitable:

- a) Arrival, Service, Re-group and Main Time Controls.
- b) Start-line, excluding "countdown marshal".
- c) Flying finish, but only if in a well protected position.
- d) Stop-line, preferably undertaking an off-track role.
- e) Radio, all locations.
- f) In stage observer/whistle blower, remaining in a position of relative safety.
- g) Any part of the setting up and taking down of a stage or control as long as it does not require them to work on or beside the public highway.

Unsuitable:

- h) Start-line "countdown marshal".
- i) Fire marshal.
- j) Flying Finish, if in a relatively exposed position.
- k) In stage marshal between start line and stop line except as in 'Suitable' above (i.e. they should not access the track to look for a lost car, attend an incident or replace stage furniture).
- l) Spectator safety or control marshal.
- m) Any role that requires them to be located on or beside the public highway.

## Appendix B

# ***Buccaneer Motor Sports Club Cadet Marshal Consent Form***

**Event:**

**Date:**

**Location:**

**Meeting place and time:**

**Drop off place and time:**

**Cost:**

**Transport details:**

**Wear / Bring:**

**Further details:**

**Organiser and contact details:**

**Home Contact and contact details:**

*Please keep this section for your own information, and detach and return the section below.*

**Note:** All activities will be undertaken in accordance with the Buccaneer Motor Sports Club Cadet Marshal Policy. No responsibility for the personal equipment/clothing and effects can be accepted by the organisers and Buccaneer Motor Sports Club does not provide automatic insurance cover in respect to such items.

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Please complete and return this section to:

by

**Name of young person:**

**D.o.B:**

**Event:**

**Name of Adult to be Temporary Carer:**

**Emergency contact:**

**Phone:**

**Doctor's name and contact details (optional information):**

**Details of any medications currently being taken (optional information):**

**Details of any disabilities, conditions, allergies, special needs or cultural needs that might affect this activity (optional information):**

**Details of any infectious diseases he/she has been in contact with in the last three weeks (optional information):**

*I have noted the arrangements above and agree to the named young person taking part. Furthermore, I agree that the above named adult may act as temporary carer (as defined in the Buccaneer Motor Sports Club Cadet Marshal Policy) for the duration of the event and the associated transport. I recognise that while he/she will be under the control and care of the above named adult, and that while those in charge will take all reasonable care, they cannot necessarily be held responsible for any loss, damage or injury suffered by the named young person during the event or associated transport.*

*If it becomes necessary for the above named young person to receive medical treatment, and I cannot be contacted to authorise this, I hereby give my general consent to any necessary medical treatment and authorise the temporary carer to sign any document required by the hospital authorities.*

**Signed:**

**Date:**

**Relationship to young person:**

*Please use the back of this form if more space is required*

**Note:** The medical profession takes the view that the parent's/carer's consent to medical treatment cannot be delegated. This view is explicit in The Children's Act 1989. Thus, medical consent forms have no legal status and a doctor or nurse insisting on the consent of a parent/carer to a particular treatment has the right to do so. However, it can be a comfort to medical staff to have general consent in advance from parents/carers or to have an adult on hand able to sign forms required by medical authorities.