



XXIV Squadron Association

Constitution

1. Aim

The aim of the Association is to foster, in a practical form, the spirit of comradeship, co-operation and mutual service, founded in the history of XXIV Squadron Royal Flying Corps and Royal Air Force, and based on the special relationship that exists between present and former members of the Squadron.

2. Membership

2.1 Membership is open to all current and former members of XXIV Squadron. Membership may also be extended to anyone who can demonstrate a special or personal link to the Squadron; in particular, close relatives of deceased members.

3. Administration

3.1 On the recommendation of the committee (see below) and a simple majority vote of the membership, a senior member will be invited to serve as President of the Association for an unspecified period.

3.2 The Association is managed by a committee comprising a chairman, deputy chairman, treasurer and secretary. The committee is responsible to the President and membership for the effective day to day management and administration of the Association including:

- a) Maintaining an up-to-date register of members in accordance with current data protection requirements.
- b) Keeping members fully informed of reunions and other activities.
- c) Organising social activities.
- d) Maintaining regular contact with OC XXIV Squadron and the Squadron Liaison Officer.
- e) Maintaining a website (blog) as a medium for electronic dissemination of information about any aspect of the Association's activities.

3.3 Committee members are volunteers who may serve for an indefinite period. This does not preclude any member putting their name forward to serve in any of the 4 posts. Should a particular post be contested, a simple majority vote of the membership will decide the outcome.

3.4 Co-opted committee members. The President and Committee may co-opt additional temporary committee members or appoint project officers to perform specific tasks, such as website manager, which cannot be undertaken by the committee itself.

3.5 Committee meetings. The Committee should meet at least once per year. If geographical constraints or other factors prevent the full committee from attending, an attendance of at least three members (one of which should be the Chairman or Deputy Chairman) shall be deemed a quorum.

3.6 General meetings. General meetings of the Association may be held in the margins of planned social events. Any issues requiring resolution outside these meetings will be set out in a notice to the membership and decided by a majority email response.

Finance

4.1 The Association derives its income from donations, fund raising activities such as raffles, and any profits made from organising major events such as the annual formal dinner.

4.2 There are currently no joining fees or membership subscriptions; however, several members voluntarily choose to pay a small amount into the Association funds annually as a gesture of good will.

4.3 The Association Fund is administrated by the Treasurer who is accountable to the President, Committee and membership.

4.4 The President and Treasurer are to conduct an annual audit of the Fund and to verify and certify the results as an accurate statement of the financial state of the Association.

4.5 Bank Accounts. The Treasurer is responsible for ensuring that assets are held in appropriate bank accounts and will decide what proportion of the assets should be held in current and interest-bearing deposit accounts.

4.6 Only the Treasurer and Deputy chairman are authorised to issue cheques drawn on the Fund's accounts.

4.7 The association welcomes donations from private individuals or organisations. Donations will be paid into the Association's current account initially, where they will be available for general expenditure. However, they may be applied to a specific project if so specified by the donor.

5. Provision for winding up

In the event of the Association being wound up or dissolved, any balance remaining in the Fund, after the settlement of all outstanding liabilities and debts, together with any property belonging to the Association, shall, at the discretion of the President and Committee, be donated to XXIV Squadron. Should XXIV Squadron itself have been disbanded all Association funds and other assets shall be transferred to the Royal Air Force Benevolent Fund.

6. Amendment of the Constitution

The Association's Constitution may be amended at any time by the President and Committee. Any such revision should be circulated to the membership for comment and any such comment should be made in writing to the Association Secretary.

The above text was approved by the XXIV Squadron Association Committee on 22nd November 2023, following consultation with the membership, and comes into immediate effect.

A handwritten signature in black ink, appearing to read 'R H Gould', with a horizontal line underneath it.

R H Gould
Chairman
XXIV Squadron Association
22/11/2023