

THE HAWKER ASSOCIATION - CONSTITUTION & RULES

Issue 5 - 10th April 2024

1. NAME

The name of the Association shall be the 'Hawker Association'.

2. DEFINITIONS OF TERMS USED IN THIS DOCUMENT

2.1. '**Hawker Companies**' shall mean those Companies springing from Sopwith Aviation founded by TOM Sopwith at Brooklands in 1912:

Sopwith Aviation Company (1912-14). Brooklands & Kingston.
Sopwith Aviation Company Ltd. (1914-20). Brooklands & Kingston.
HG Hawker Engineering Co. Ltd. (1920-33). Brooklands & Kingston.
Hawker Aircraft Ltd. (1933-63). Brooklands, Kingston, Langley, Dunsfold & Blackpool.
Hawker Blackburn Division of Hawker Siddeley Aviation Ltd. (1963-65). Kingston, Dunsfold & Hamble.
Hawker Siddeley Aviation Ltd (1965-77). Kingston, Dunsfold & Hamble.
Kingston-Brough Division of British Aerospace Aircraft Group (1977-84). Kingston, Dunsfold & Hamble.
Weybridge Division of British Aerospace PLC (1984-86). Kingston, Brooklands & Dunsfold.
British Aerospace PLC Military Aircraft Division (1986-89). Kingston & Dunsfold.
British Aerospace (Military Aircraft) Ltd. (1989-92). Kingston & Dunsfold.
British Aerospace Defence Ltd., Military Aircraft Division (1992-97). Farnborough & Dunsfold.
British Aerospace Military Aircraft and Aerostructures (1997-2000). Farnborough & Dunsfold.
BAE Systems (2000 to Present).Farnborough.

2.2. The '**Members**' shall mean all members on the register at any one time.

2.3. The '**Association**' shall mean the Hawker Association.

3. AIMS

3.1. To keep alive the spirit and memories of the Hawker Companies.

3.2. To organise socials, other meetings and events for the Members.

3.3. To provide a means of communication between Members.

3.4. To publish, from time to time, a newsletter and distribute it to all Members.

3.5. To publicise the achievements of the Hawker Companies, their people and their products.

3.6. To encourage and facilitate the preservation and conservation of artefacts, papers, photographs, information and data relevant to the Hawker Companies, their products, achievements and people at the most appropriate locations (e.g. Brooklands and Kingston museums).

4. MEMBERSHIP

4.1. Membership is at the discretion of the Committee, and is open to anyone with an association by employment with the Hawker Companies, and to their immediate family members. Membership is also open to those who, whilst not actual employees of the Hawker Companies, worked closely with them, and also to those who have rendered a service to the Association or express a strong interest in the aims of the Association.

4.2. Widows or widowers of Members may continue as Members of the Association.

4.3. Membership may be suspended or terminated by the Committee for breach of rules, including non-

payment of subscriptions and conduct liable to bring the Association into disrepute.

4.4. **Membership Types.** There are three types of membership: Member, Honorary Member and Vice President. All types of membership have equal entitlement to the benefits of the Association and equal voting rights at General Meetings.

4.5. Honorary memberships are offered at the discretion of the Committee. All Honorary memberships shall be lifetime memberships and shall be exempt from subscription fees.

4.6 Vice Presidencies are offered at the discretion of the Committee. They are limited to Members who have served as President of the Association or are considered to have made a significant contribution to the Association. Vice Presidencies shall be lifetime memberships and shall be exempt from subscription fees.

5. OFFICERS AND COMMITTEE

5.1. The Association Committee shall consist of a Chairman and at least six and not more than fourteen Members. They shall appoint from the Committee Members a Secretary, a Treasurer and other Officers of the Association as required.

5.2. The Chairman shall be elected for a term of three years. Members of the Committee shall be elected for a term of two years. After each term the Chairman and Members of the Committee shall retire but are eligible for re-election.

5.3. A request for nominations for Chairman and other Committee Members shall be despatched by the Secretary to Members not less than four weeks before the Annual General Meeting (AGM). For consideration such nominations must be received by the Secretary at least two weeks before the AGM. Nominees shall have proposers and seconders and shall have indicated their willingness to serve.

5.4. Committee Members whose terms have expired shall resign at the time of the Committee election at the AGM. If the Chairman is amongst these, the election of a new Chairman shall then be by voting counted at the AGM with a simple majority deciding. The new Chairman shall then take up his duties.

5.5. Election of the other Committee Members shall be by voting counted at the AGM with a simple majority deciding, the Chairman having a casting vote.

5.6. The Committee may co-opt Association Members to fill Committee vacancies, or to carry out special tasks. Tasks requiring more than one Co-opted Member may be carried out by forming a Sub-Committee where Sub-Committee Member numbers shall be in addition to the fourteen limit given in para 5.1.

5.7. The Committee shall be responsible to the Association for the management of its affairs within the Constitution.

5.8. The Association may have a President who shall be appointed at a General Meeting of the Association on the recommendation of the Committee. The President's initial term of office shall last 3 years. At the end of the initial term the President, by mutual agreement with the Committee, may continue as President on an annual basis for a further 7 years.

5.9. Association Members serving on the Committee for a period of 10 years shall be made Honorary Members as a mark of respect from the Association.

6. MEETINGS

6.1. The **Annual General Meeting** shall be held in April. Formal minutes shall be taken and approved subsequently by the Members at the following AGM.

6.2. A **General Meeting** may be called at any time by the Committee or at the request, in writing, of a quorum of twenty Members or one third of the membership, whichever is the least.

- 6.3. Notification of any General Meeting shall be given by the Secretary at least four weeks in advance.
- 6.4. The quorum for a General Meeting shall be at least twenty Members or one third of the membership, whichever is the least.
- 6.5. General Meetings may be held in person, by video or by a combination of in person attendance and video participation. Members of either form of attendance may propose and second motions, and vote as required.
- 6.6. Motions to be put at any General Meeting must be received in writing, together with the names of proposers and seconders, by the Secretary at least two weeks before the meeting.
- 6.7. **Committee Meetings** may be called by any committee member and a minimum of three Meetings shall be held each year. Meetings may be held in person or via video. Formal minutes shall be taken and approved subsequently by the Committee.
- 6.8. Notification of any Committee Meeting shall be made by the Secretary at least two weeks in advance.
- 6.9. Items for consideration by the Committee may be proposed by any Committee member. The Agenda will be prepared, or agreed by the Secretary.
- 6.10. The quorum for a Committee Meeting shall be five.
- 6.11. The President and Vice Presidents may be invited to attend Committee meetings at the discretion of the Committee. Any such attendance shall be in an advisory capacity only, and shall not be as voting members of the Committee.

7. SUBSCRIPTIONS AND ACCOUNTS

- 7.1. Subscription levels shall be set by the Committee and agreed at the AGM. Honorary Members and Vice Presidents shall not be required to pay a subscription.
- 7.2. Subscriptions shall become due on the 1st of April each year and membership may be terminated if they are not paid within twelve months of this date.
- 7.3. New Members shall pay a full annual subscription if they join the Association before the 1st of October. If they join after the first of October they shall also pay the full annual subscription but it will also cover membership for the following year.
- 7.4. Multiple year memberships shall be made available. Subscriptions shall normally be a multiple of the prevailing annual rate, or at a level that the Committee considers appropriate according to the Member's circumstances.
- 7.5. The funds of the Association shall be held in a Bank Account in the name of the Hawker Association with bankers appointed by the Committee. All cheques drawn on the accounts shall be signed by any two of the Chairman, Secretary, Treasurer or any other nominated Committee member.
- 7.6. A statement of income and expenditure and a balance sheet shall be prepared annually by the Treasurer for the year ended the 31st December.
- 7.7. An independent examiner, who need not be a Member of the Association, shall be appointed to examine the accounts before they are presented at an AGM.
- 7.8. Accounts shall be published on the website not less than four weeks before the Annual General Meeting (AGM).
- 7.9. During the lifetime of the Association neither its assets nor its income may be distributed to its Members.

8. WINDING UP

In the event that the Committee concludes that the Association is no longer viable or able to operate as set out in the Constitution, it will give notice to the Membership at an AGM or an Extraordinary General Meeting. Following a decision by the membership the Committee shall wind up the Association and transfer all the assets of the Association to a suitable body having similar aims to that of the Association. In the absence of an identified suitable organisation the Committee shall transfer all of the assets to a charity.

9. DATA PROTECTION ACT

The Association shall conform to the General Data Protection Regulations. All Members shall indicate, on their membership application form or separately in writing to the Committee, if they object to the information on their membership application form being held in Association records. Such records shall only be maintained for essential administrative purposes used by the Committee only. Such records shall be held in computer based facilities and securely on-line accessible by Committee Members only.

10. THE CONSTITUTION AND RULES

10.1. The Committee shall be able, by a majority vote, to act at variance with the constitution where importance or expedience are needed to facilitate Association administration. Any variation shall only continue beyond the subsequent AGM with the membership's agreement following a specific proposal. A Constitution amendment shall then be made.

10.2. The Constitution and Rules may only be permanently changed through a motion carried by a two-thirds majority of those present at an AGM or General Meeting, and in accordance with the quorum requirements of paragraph 6.2.

10.3. A copy of the Constitution and Rules shall be available on request from the Secretary, and shall be published on the Association website.

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