Vintage & Military Amateur Radio Society

Policy Document

CONSTITUTION

V.2.26

27th September 2025

Document History

Date	Issue	Revision
08/01/2010	V2.0	Draft Complete Revision
22/05/2010	V2.1	Final version approved by EGM 22/5/2010
23/03/2011	V2.11	AGM 2010 amendments: AGM 11.1 VC post challenged and not adopted; Clauses 7(ii), 11(h) & 10€ amended; 12.4 EGM timescale clause 10(e) amended
16/08/2011	V2.2	AGM 2011 amendments: AGM 12.1 Aims of Society – existing clause 2 deleted and text from V1.7 (a-g and i) reinstated with amended wording of original sub-clause (h) as new clause 2. AGM 12.2 Members conduct existing clause 4(a) first paragraph deleted and replaced with revised wording.
03/01/2012	V2.21	Clause 6 amended to remove remaining reference to vice-chairman. Distribution list amended as follows: Members panel convener removed, archive group coordinator changed to archivist, and webmaster changed to web copy.
01/10/2012	V2.2	Clause 7(d) reinstated in amended form and new clause 7€ added
01/10/2014	V2.23	AGM 2014: Motion 16.1 Section 2 “Aims of the Society” Clause 2(c) amended to include “through mutual trading”; Motion 16.2 Section 7 “Membership of the Society’s Committee” Clause 7(a) amended to increase qualifying period for election to Committee to one year; Motion 16.3 Section 9 “Annual General Meeting” Clause 9(a) amended to increase time limit for holding AGM to 9 months from start of the Society’s financial year; Motion 16.4 Section 9 “Annual General Meeting” insert new sub-clause 9(b) requiring the Society’s examined accounts to be published within 6 months of the financial year. Subsequent clauses to be re- numbered.
18/09/2020	V2.24 DRAFT 1V01	V1.01 of draft
22/09/2020	V2.24 DRAFT 1V02	V1.02 new section 5(c), renumbering of sections in 5
22/09/2020	V2.24 DRAFT 1V03	V1.03 new section 7(2) removal of secretary’s duty to maintain asset register
30/09/2020	V2.24 for EGM	Format set for NS
02/10/2020	V2.24 for EGM	Paragraphs renumbered correctly
23/01/2021	V2.24	Finalised after EGM held on 23/01/2020
09/09/2024	V2.25 DRAFT 0.1	Changes to clauses 3c, 7(a) vii, 7(b), 7(f), and 9(a) approved at 2024 AGM on 7th Sep
11/09/2024	V2.25	Approved by Cttee. With no changes – change tracking cleared
27/09/2025	**V2.26**	**Changes voted on at 2025 AGM on 13th September 2025: Amend clauses 6 (cheque signatories), 7(d) (committee term), 9(a) (date of AGM). Delete clause 7(a)(v) removing publications manager as a committee role. Replace clause 8 with list of appointed roles with addition of net coordinator. Add clauses 9(k) and 10(h) for postal voting last day.**

Distribution List

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1	Chairman
2	Secretary
3	Treasurer
4	Membership Secretary
5	Committee Member 1
6	Committee Member 2
7	Publications Editor
8	Archivist
9	PR and Publicity Officer
10	Committee Spare
11	Web Copy
12	File Copy

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THE VINTAGE & MILITARY AMATEUR RADIO SOCIETY CONSTITUTION

(1) Name

The Society shall be known as The Vintage and Military Amateur Radio Society

(2) Aims

(a) To encourage and facilitate the collection, preservation, restoration and use of radio equipment where such use is in conformance with requirements of any applicable national or international radio regulations.
(b) To facilitate the interchange of information between members regarding radio equipment;
(c) To facilitate the interchange of radio equipment through mutual trading between members;
(d) To encourage research into the history of the development and use of radio equipment;
(e) Educating and informing the wider public about radio equipment;
(f) Maintaining and developing an understanding of practical techniques as applied to radio equipment;
(g) To co-operate with other societies, museums and organisations with similar interests whether nationally or internationally;
(h) To work with the RSGB and other appropriate bodies to promote the continued and full use of radio equipment on the amateur bands using all modes available on those bands, but especially historic modes such as amplitude modulation, frequency modulation, and CW;
(i) To advance promote and sustain the interests of amateur radio in so far as they align with the other aims of the Society.

(3) Classes of Membership

(a) Membership shall be open to all persons aged 18 or over, interested in any of the aims of the Society, and shall comprise the following:
  (i) Full members, being aged 18.or over.
  (ii) Honorary life membership may be granted to any person who, in the opinion of a majority of the members, at an annual general meeting, is considered to have either rendered outstanding service to the Society, or exceptional service to the interests of vintage radio. Such membership shall carry the rights and obligations of full membership but shall be free from subscriptions.
  (iii) Family membership shall be available for an additional subscription at 25% of the normal UK rate for each additional member. The rights and obligations of such additional members shall be identical to those of full membership and shall be subject to the admission procedures specified below, but shall not extend to the receipt of individual copies of the Society's Newsletter and other publications.

(b) The committee may, exceptionally, offer membership to a person under eighteen, under such conditions as are seen fit at the time, except that they shall not have a vote.
(c) Membership is subject to the discretion of the committee. All applicants for membership, including lapsed membership renewals, shall have their names and post towns published in the News Sheet: any objections from paid up members must be addressed to the Hon. Secretary and received within 30 days of publication. The Hon Secretary will inform the Committee of the number and substance of these objections, if any, when the application is discussed. To avoid delay this discussion may be carried out by correspondence. If the committee votes to reject the application the subscription payment will be refunded or returned. Any further application by the same person will be considered at the discretion of the Committee after a period of not less than one year.

(4) Members Conduct

(a) The committee have the power to place sanctions up to and including expulsion, against any member whose conduct, in the opinion of at least 75% of the full committee renders that person unfit to be a member of the society, or brings the society into disrepute. A member whose conduct is under investigation shall be given the opportunity to state their position and attend a committee meeting that may be assembled for the purpose, accompanied by one additional member, who can make representations on their behalf. Written representations must be submitted to the Honorary Secretary. Any member expelled shall not be eligible to re-join for a period of 10 years and shall not be entitled to the return of any subscription.

The committee may dismiss from the committee any committee member whose conduct, in the opinion of all the other members of the committee, renders them unfit to remain in office.

(b) Complaints by members. Any complaint about the conduct of any member must be made to the Chairman in writing.

(c) Members shall not use the Society's logo or name for any purpose without permission of the Committee.

(5) Subscriptions

(a) The annual subscription shall be fixed at the annual general meeting.
In special cases of individual hardship, the Committee shall have the power to reduce or even waive the subscription, except that members resident overseas will be required to contribute to postal costs. Such reductions or waivers are not granted in perpetuity, while proof of the member's financial situation may be required both on initial granting and annual renewal.
(b) The financial year of the Society shall run to 31st December. Initial subscriptions are due and payable on being accepted as a member. In the case of a member accepted more than six months after the beginning of the financial year, the member may choose to receive the back copies of Signal and the NS which they would have received had they joined at the beginning of the financial year, or to pay a subscription for that half year only, of half the annual rate.
(c) Annual subscriptions for the renewal of membership shall be due and payable on the first day of the Society's financial year. Membership shall lapse at the expiry of two calendar months from when the subscription becomes due yet remains unpaid, and any person whose subscription remains unpaid for two months shall be treated as a new applicant for membership should he wish to re-join the Society.
(d) A late renewal charge shall be levied for renewals received more than one month after they were due.

(6) Finance

The Treasurer shall be responsible to the Committee for the finances of the Society.

(a) All money received by the Society shall promptly be deposited in the Society's bank account:
(b) Withdrawals shall require the signature of any two of the ~~three~~ nominated officers of the Society. The nominated officers shall be Chairman, Secretary and Treasurer plus two other Committee members to be appointed by the Committee.
(c) Committee members shall be entitled to travelling expenses for general and committee meetings, and for any other necessary pre-authorised expenses incurred on behalf of the society.
(d) Members acting on behalf of the committee are entitled to reimbursement of necessary pre-authorised expenses

(7) Membership of the Society's Committee

The Society's affairs shall be administered by a Committee elected at the annual general meeting: they shall hold office until the conclusion of the next annual general meeting.

(a) The Committee shall have been members of the Society for at least one year prior to the election and consist of:

  (i) A Chairman, who must have been a member of the committee for at least one year prior to taking office, and who chairs all meetings. In the event of the Chairman not being available, a Chairman for the meeting will be appointed by the members present.

  (ii) A Secretary who will be responsible for: taking the minutes of all meetings of the Society and ensuring all correspondence is punctually answered. In the event of the Secretary not being available, a Secretary for the meeting will be appointed by the members present.

  (iii) A Membership Secretary who will be responsible for maintaining a master roll of members of the Society, receiving new membership applications, renewing existing memberships, and making members' details available to those authorised to receive them.

  (iv) A Treasurer who is responsible for keeping the Society's accounting records, preparing the annual accounts, presenting them for approval at the Annual General Meeting, and ensuring that payments to creditors are made in a timely fashion and maintaining a register of the Society's assets.

  (v) A Public Relations Officer (PRO) who will be responsible for all external liaison (*e.g*. military and civilian organisations of relevance to VMARS Members) and including Society attendances at rallies and other events where such attendance is not provided by locally based members. The PRO advises the committee on policy matters and decisions as and when they affect the standing of the Society in the more general amateur radio world as well as in relation to other societies such as RSGB, BVWS, RAFARS, RSARS and RNARS. The PRO will have a working relationship with editors of significant amateur and vintage radio publications and seek to promote VMARS through those and other media.

  (vi) Two ordinary members.

(b) The committee may co-opt anyone on to the committee for a specific purpose or project or to fill one of the roles at clauses 7(a)(i) through (vi) if no nominations were received before an AGM or if a vacancy arises between AGMs.

(c) In the event of a tied vote, the Chair will have a casting vote.

(d) Committee members, with the exception of the treasurer, are to serve for a maximum of five terms in one role, after which they shall not serve again for a minimum of two terms in the same role.

(e) Where Clause 7 (d) would result in a vacancy, but there is no nominee to fill that vacancy, the retiring member is eligible for re-election on an annual basis until such a time as a suitably qualified candidate comes forward.

(f) Any dispute about procedures to be followed in the meetings of the Committee shall be settled by reference to 'The ABC of Chairmanship', by Walter Citrine.

(8) Roles appointed by the Committee

The following roles supporting the objectives of the Society are appointed by the Committee and do not have a fixed term. The holder of any of these roles may also be a member of the Committee in another capacity.

(a) The Publications Manager appointed by the Committee shall be responsible for all Society publications in any media, and in conjunction with the PRO, for the Society's publicity material. Decisions of the Publications Manager regarding publication of material may be appealed to the Committee, whose decision is final.

(b) The Archivist is responsible for the custody of the VMARS document archive, liaison with the storage provider, the indexing and scanning of documents and responding to document requests from members.

(c) The Web Editor is responsible for updating and maintaining the Society's web site with information provided by the Secretary, PRO and Publications Manager.

(d) The IT manager is responsible for obtaining and administering the IT services used by the Society including e-mail, domain names, web hosting services, conferencing services and online storage.

(e) The Net Coordinator is responsible for regular, special and commemorative VMARS nets, even if they delegate detailed planning and control for specific nets, and for advertising the nets with support from the publications manager, PRO and web editor.

(9) Annual General Meeting

(a) The Annual General Meeting (AGM) shall, except in the event of special circumstances, be held in or before the 9th full month after the end of the financial year. Sixty (60) days' notice of the AGM must be given in a society publication of the date and venue, such notice calling for members business to be notified to the Secretary not less than 42 days prior to the meeting. Members business that includes a motion for debate shall be seconded in writing by two members. Notification of such business, together with voting and proxy forms, shall be published not less than 28 days prior to the meeting. Proof of bulk posting of such notice shall be considered to be proof of delivery. No member may propose more than three motions. Committee motions do not require seconding but shall be the result of a unanimous committee decision.

(b) The examined and authorised statement of the Society's accounts shall be published within six (6) months of the end of the financial year.

(c) A quorum for the AGM shall be 5% of the current membership, present physically in person or by electronic means (if the meeting enables that) or by proxy or have submitted a postal vote. Notwithstanding the absence of a quorum, the election of the committee shall be valid if at least 5% of the membership have cast their votes either in person, by electronic means if the facility is available to the meeting, by post or by proxy.

(d) The agenda shall contain:

(i) Apologies for absence
(ii) Appointment of two members to act as scrutineers.
(iii) Acceptance of minutes of the previous AGM.
(iv) Chairman's report.
(v) Secretary's report.
(vi) Treasurer's report, which shall include a presentation of the annual accounts, and any recommendation regarding variation of the subscription.
(vii) PRO Report.
(viii) Any other reports from committee members
(ix) Election of officers and committee. All positions will be voted upon, even where only one candidate is nominated.
(x) Election of two members of the Society, not being members of the Committee, who shall examine the annual accounts. In the event that such an appointment cannot be made, or that a member appointed at the AGM subsequently proves unable to act,

the Committee shall be entitled to appoint a suitable member (not also being a member of the Committee) to act in such capacity.

(xi) Any member's business which has previously been notified to the Secretary: any motion shall be accompanied by the names of two members seconding the motion.

(xii) Any other business which can properly be conducted as such at an AGM.

(e) Voting shall be by simple majority of those voting in person (including by electronic means if such is enabled) and by proxy and by post. Any member may appoint a proxy (who must be a paid-up member of the Society) to vote and speak on his behalf at the AGM: the appointment of the proxy must be in writing signed by the member and deposited with the Secretary at least seven days before the date when the meeting is intended to be held. Such appointment remains valid for the duration of the AGM, and any adjourned meeting thereof.

(f) Any member present may call for a secret ballot i.e. by means of voting papers, on the election. In such a case, the meeting must make allowance before such ballot is held for all the members of the Society to be balloted.

(g) During the election for officers and committee, an acting chairman from the members present who are not standing for election, shall preside.

(h) Within two months of the AGM, a report of the meeting shall be given in the Society Newsletter

(i) If the Chairman is not present at the AGM, the members present shall elect a member to be chairman of the meeting.

(j) Any dispute about procedures to be followed in the meeting shall be settled by reference to 'The ABC of Chairmanship', by Walter Citrine.

(k) Apologies and Votes for an AGM must reach the Hon. Secretary no later than the Wednesday prior to the date of the meeting to be valid.

(10) Extra-ordinary General Meeting

(a) An extra-ordinary general meeting (EGM) can be called by the Committee or by not less than 5% of the current membership. On receipt of the notice calling the meeting, which shall include the agenda item(s), the Secretary must within 60 days set a date, which shall be within 6 months of the receipt of EGM calling notice, for the meeting. The requirements for notification of the venue, time, date, voting by proxy, post and electronic means (if so enabled) and appointment requirements, and report of the EGM, shall be the same as those for an AGM, but notification to members shall be made within 60 days of receiving the call for an EGM. The notification must include the Agenda and any other relevant documents. The date set must be such that members have at least 28 days notice from the expected date of receipt of such notice, said expected date being determined by the class of postage used for the notification. Proof of bulk posting of such notice shall be considered to be proof of delivery.

(b) Any member may appoint a proxy (who must be a paid-up member of the Society) to vote and speak on his behalf at the EGM.

(c) Only business shown in the agenda may be conducted at an EGM.

(d) A quorum for an EGM shall be 5% of the membership present in person or by electronic means (if the EGM can provide for that) or by proxy, or who have submitted a postal vote to the secretary at least 7 days prior to the meeting.

(e) If the Chairman is not present at the EGM, the members present shall elect a member to be chairman of the meeting.

(f) Within two months of the EGM, a report of the meeting shall be given in the Society Newsletter.

(g) Any dispute about procedures be followed in the meeting shall be settled by reference to 'The ABC of Chairmanship', by Walter Citrine.

(h) Apologies and Votes for an EGM must reach the Hon. Secretary no later than the Wednesday prior to the date of the meeting to be valid.

(11) Amendments to the constitution

The constitution may be amended only as an agenda item at the AGM, or at an EGM called for that purpose, and by the agreement of two thirds of those voting, either in person or by electronic means, proxy or postal vote.

(12) Winding Up

(a) The decision to wind up the Society may be taken only at an EGM called for that purpose. and on the agreement of a simple majority of those present in person or by proxy. Where the total membership is 10 or less, rendering it impossible for such a meeting to be quorate, then a quorum shall be a majority of the membership attending.

(b) The funds of the Society shall, after sale of assets and payment of outstanding debts, be disposed of as directed by the members at that meeting.

(c) In disposing of the Archive, the members shall make it a priority to find a new owner for it who will continue to make it accessible to the vintage radio community in the UK, rather than achieving the best possible sale price.

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