

# CHELMSFORD SOCIETY OF MODEL ENGINEERS LTD

MEMBERSHIP RENEWAL OR NEW APPLICATION

March - December 2021

## Please read all the notes on the sheet two before filling in this form

Name ..... Telephone Number .....

Address .....

..... Post Code .....

Email address ..... Membership Fee .....

**NOTE:** Cheques must be made out to: **Chelmsford Society of Model Engineers Ltd. (in full)**

### **ALL MEMBERS ARE EXPECTED TO PARTICIPATE IN AT LEAST ONE EVENT A YEAR**

I will take part in Sunday activity ... Driving Raised Track ..... Driving Ground Level Track .....

Guard Duty ..... Helper ..... Unable to participate .....

I wish to renew / apply for membership of the Chelmsford Society of Model Engineers Ltd. (Note 1) and/or enrol a person less than 18 years of age (Note 3). I understand that the Chelmsford Society of Model Engineers is a Company limited by Guarantee and I undertake in the event of the Society being wound up during my period of membership or within one year afterwards to contribute a sum, not exceeding 50 pence (fifty pence), towards the costs, charges and expenses of winding up the Company.

I also undertake to comply with the requirements of the Society as contained within the Articles of Association (2017) and rules made in pursuant to them. A copy of both documents will be found in the club house.

I wish to include the following person as an Associate Member (Note 4)

Name of Associate Member : .....

**MEMBERS GUESTS** running their own locomotives are limited to 3 visits in any one year.

They **must** fill in the visitors book in club house to comply with Health and Safety and CSME Insurance regulations.

I wish to enrol a person under the age of 18 years of age and sign below to indicate that I agree to comply with the requirements set out in Note 3 overleaf and the above conditions. (Delete if not required)

Name of proposed Junior Model Engineer: .....

### **NOTE: Boiler certificates will NOT be issued unless membership renewal has been paid in FULL**

**FEES:-** Full Membership (discounted due to COVID19) £60.00..... Junior £10.00..... Honorary NIL fee .....

**I, the undersigned, accept the statement set out in Note 6.**

Signature..... Date.....

In case of emergency please contact. ....

Contact Details .....

Applications to Membership Secretary:—

**Derek Barker**  
**57, Oliver Road,**  
**Shenfield, Essex**  
**CM15 8PX**

**PLEASE ENCLOSE A STAMPED ADDRESSED ENVELOPE**  
**MEMBERSHIP CARDS WILL BE POSTED DUE TO CURRENT RESTRICTIONS.**  
**THANK YOU**

Please indicate if you have a club key.	
<b>YES</b> <input type="checkbox"/>	<b>NO</b> <input type="checkbox"/>
<i>When ceasing membership of the club you are required to return any keys. The payment you made for the key will be refunded when returned.</i>	

Cheques payable to **Chelmsford Society of Model Engineers (in full)**  
New laminated membership cards will be issued annually.(a fee will be charged for a replacement card)

## NOTES & Membership Class Definitions

### NOTE 1 Member (Full)

Membership of the Chelmsford Society of Model Engineers Limited (the Company) is available to those aged 18 years and older. Prospective members must fill in the form on the front of this document. On receipt of the completed form and fee due the Membership Secretary will notify you if your application has been accepted. Following approval such persons become members of the Company for one year (or until the end of the club year, whichever is sooner) and have the right to vote at Company and other meetings. They are insured to take part in all club activities.

A copy of the In case of emergency details to be kept securely in the clubhouse.

### NOTE 2 Honorary Members

Honorary members are covered by the same requirements and rules as Members but the membership fee is currently NIL.

### NOTE 3 Junior Members - Persons under 18 years of age

Persons who are not yet old enough to seek membership of the Company may enrol as Junior Model Engineers. Where they are under the age of 16 years they must be accompanied, while they are on site, by a parent or guardian who is a FULL member of the Company

A Junior Model Engineer over 16 years of age may be on site without a parent or guardian provided there are five or more full members on site. In this case there is no need for the person's parent or guardian to be a member.

In both cases the responsible parent or guardian must fill out the form on the front of this document to indicate that they accept the rules on behalf of the junior member.

Junior Model Engineers will not have voting rights. Those under 16 years of age may not drive a vehicle or locomotive hauling the public. With this exception they are insured to take part in club activities. Membership is for the current club year.

### NOTE 4 Associate Members

A Member (or Honorary Member) may include one related person on his / her membership application form such that the person receives insurance cover, with the insurance fee paid by the society. The insurance is to cover carrying out general duties and this is not to extend to driving vehicles or locomotives with members of the public as passengers. Such persons do not have voting rights.

### NOTE 5 Extended Associate Member

This class of membership is the same as Associate except that the driving of vehicles or locomotives with members of the public as passengers is allowed and covered by the company insurance. It is open to **active** Associate members. Prospective Extended Associate Members must complete the appropriate form and send or give it to the membership secretary for acceptance.

### NOTE 6 General Data Protection Regulations 2018 - CSME Statement

Data Processing - The data you provide by filling in this form will not be communicated to any party outside CSME

Data Collection and storage – The only personal data collected by CSME is that which you provide by filling in the form overleaf.

In the first instance it will be stored by the Membership Secretary. It will also be stored in the form of a mailing list by the magazine team. Email addresses are also listed and stored separately, currently by Club Officers.

If you fail to apply for membership renewal within three months of the due date your data will be removed and your membership will be cancelled.

Data Uses – The basic name and address data is used to identify you as a paid up member. The mailing list use has been indicated above. While your telephone number is not essential it does enable the society to contact you if, say, an event has been cancelled. Similarly an email address allows a quick means of communicating society information.

If you **do not wish** to receive emails or telephone calls, do not provide this information.

Your indication of a willingness to help with Sunday running is used to produce the roster.

If someone contacts the data holder with a wish to contact you, you will be informed and you will be left to make contact if you so wish.

*Your Rights - You have the right to see what data is held and request changes. You may request that any personal data is removed; however a record of your name must be kept if you wish to remain a member.*

*You have a right to make a formal complaint if you feel that your data is misused.*