



PENNINE REGION BALLOON ASSOCIATION

RULES

Updated December 2025

1. These Rules are published by authority of the committee of the PRBA according to the Constitution
2. The annual membership subscription falls due on the 1st January each year.
3. Membership entitles one vote per subscription, unless two or more family members are elected to the club committee, in this case, any family member so elected will have an extra full vote during their time in office.
4. The committee shall retire at the Annual General Meeting (AGM) but shall be eligible for re-election.
5. No member of the club may incur expenditure on behalf of the club except by leave of the committee.
6. Cheques can only be signed by any two of the three nominated signatories, who must be committee members.
7. The accounts of the club shall be made up to the 31st October and shall be audited. Such auditors shall not have served on the committee nor had any connection with the transactions of the club during the period covered by the audit.
8. A statement of income, expenditure and balance shall be presented to members for consideration at the AGM.
9. Payment of membership subscriptions shall be deemed to be an acceptance of the club's Constitution and Rules, and the BBAC Pilot Code of Conduct.
10. Notification to all members of any changes in the Rules will be included in the next newsletter.
11. Any committee member must declare any vested interest that may affect any committee decisions and may be excluded from those discussions at the discretion of the majority of the committee.
12. Any member may attend a committee meeting and may be invited by the committee to address the meeting, but only committee members are eligible to vote at committee meetings.

Code of conduct for members whilst camping or caravanning at Club Meets

General: -

1. One named member of the Club shall be designated "Rally Marshall" and will be responsible for the conduct of any exempted touring caravan or camping event and for ensuring that those attending comply with this code.
2. The Rally Marshall will ensure that all members are aware of The Countryside Code, The Caravan Code and Marine Conservation Society.

The Venue: -

3. The Club will take reasonable steps to satisfy themselves that the site to be used is not subject to a relevant order under paragraph 13 of the First Schedule to the 1960 Act (for caravans), or an Article 4 direction under Schedule 2 to the Town and Country Planning (General Permitted Development) Order 1995 (for caravans and camping), and that it is not one where planning permission has been refused or where enforcement action has been taken.

4. The Club will consult the local authority before meeting on land adjacent to sites for which planning permission has been granted (i.e. next to permanent or commercial sites).
5. The Club will agree to move from and avoid any site to which the local authority maintains a valid objection.
6. The Club will not meet on sites adjacent to certificated locations/sites unless the proposed site is clearly differentiated and the risk of interference with local people and other users is minimal.
7. The Club will take reasonable steps to ensure that the siting of units (a caravan, motor home, tent or trailer tent) does not unduly interfere with the activities of local people, their privacy or their enjoyment of their property. They will also ensure that the siting of units does not interfere with the enjoyment by others of the landscape, natural beauty or nature conservation value of the area, particularly in areas designated for their landscape or wildlife qualities.
8. The Club will undertake not to over-use any venue and will consider carefully before holding successive meetings on the same land.

Nuisance: -

9. Local people should be able to carry on their normal activities when meetings are in progress. The Club will take reasonable steps to minimise disturbance and will investigate and deal with the causes of any complaints made.
10. Care will be taken not to damage the site or the surrounding locality. Trees, fences, buildings, equipment and stock will all be respected.
11. Domestic animals belonging to members of the Club will be kept on a lead and under close control. They will not be allowed to run loose on the site or cause disturbance to local people or animals. They will be exercised away from units and those parts of the site used for communal activities and any mess will be cleared up.
12. The Rally Marshall will identify open space suitable for the playing of games which might otherwise intrude upon or constitute a danger or annoyance to others on or around the site.
13. Noise will be kept to a minimum for the comfort of others on the site as well as people who live or work nearby.

Road Safety and Access: -

14. The Rally Marshall will take steps to ensure that travel from major roads to a proposed site is not likely to cause undue disruption or difficulties for other road users. Access to the site must be suitable for the number and likely size of units attending the meeting. The arrival and departure of units should be arranged to minimise disruption to other road users.
15. The speed of vehicles on the site will be restricted to 5 mph.

Spacing and Density: -

16. For health and safety purposes emergency vehicles must be able to gain access to any unit on the site. At least 6 metres is required between units in all circumstances. For this purpose, a unit means a caravan, motor home, tent or trailer tent. In addition, there must be a minimum of 3 metres between any awnings, gazebos or pup tent and the car or towing vehicle. Emergency vehicles should be able to secure access at all times to within 90 metres of any unit on the site.
17. Where a site is being used by both caravans and tents, they must be sited entirely separate from each other for health & safety reasons. However, this does not necessarily mean segregated. If the layout of the field does not allow for separate lines of tents, it is permissible to continue a line of caravans/motor homes with a line of tents, but they must be sited en-bloc and not interspersed. Trailer tents are classified as tents and must be sited accordingly. Children's "pup-tents" may be erected alongside the parents' unit and should be considered as part of the unit for spacing purposes. It is recommended that there is at least 6 metres between any rows of caravans and tents.

Fire Precautions: -

18. Open fires and barbecues will not be held except with the permission of the Rally Marshall. Where permission is given for open fires or barbecues, they will be sited on open ground, away from units, vehicles, awnings and any other structures.

Chemical Toilets and Waste Water Disposal: -

19. The Club will act responsibly when disposing of the contents of chemical toilets and waste water and take full account of the need to safeguard water supplies and prevent the pollution of rivers and streams.
20. On-site disposal of the contents of chemical toilets and waste water will be in accordance with arrangements agreed with the site owner/occupier. Neither will be allowed to foul the ground except at designated disposal points. If there is any doubt about the disposal of waste, the Club or, if appropriate, the Rally Marshall will contact the relevant Local Authority for advice.

Refuse disposal: -

21. The Club will ensure that refuse is either taken home or disposed of in accordance with on-site arrangements. The Rally Marshall should be satisfied that appropriate arrangements are in place.

Tent Camping: -

22. The Club will use every endeavour not to camp on any site for more than 42 consecutive days or 60 days in any 12 consecutive months. The Club will also endeavour not to camp on any site being used for camping by other exempted organisation if, by doing so, the use of this site would be taken over these limits.