



**BRONTE ARCHERS
CONSTITUTION**

OCTOBER 2018

Preamble

The name of the Club shall be Bronte Archers - hereinafter referred to as "The Club"

The postal address of the Club shall be that of the Secretary for the time being.

Objects

The objects of the Club are:

- To provide facilities for members to engage in the sport of Archery.
- To arrange and organize such Regional, National and International Tournaments as the Club sees fit.
- To promote and encourage the uptake of the sport among the public at large

In furtherance of the above objects the Club shall have the following powers:

1. To affiliate to the Archery GB, Yorkshire Archery Association (YAA) and the Northern Counties Archery Society (NCAS) and be represented on the Committees thereof.
2. To do all other lawful things necessary to carry out the objects of the Club provided always that in raising funds for its objects the Club shall not engage in any permanent trading activities.

Dissolution

If upon the winding up of the Club there remains after the payment of all debts and liabilities any funds or properties whatsoever, they shall not be distributed among the members of the Club but shall be transferred to some other organisation having similar objects to the Club.

Amendment

The Constitution of the Club may not be altered or amended except at an Annual General Meeting or at an Extraordinary General Meeting called with the requisite notice for that purpose.

Members wishing to move a proposition designed to alter or amend the Constitution shall submit such proposition to the Secretary twenty-one days before the Annual General Meeting at which, such proposition is to be considered.

Operating Framework

The regulations set out in the Archery GB Rules of Shooting shall be accepted as governing the sport of archery. When shooting indoors or out, members will follow strictly any guidance given by the Club or arising out of the agreements for the use of the Club's shooting facilities.

All other aspects of the administration of the Club shall be regulated according to the Constitution and Rules of the Club, which are deemed to be an integral part of the Constitution. In the event of a dispute the Committee shall have the power to arbitrate and its decision shall be final.

Membership

The Club shall provide for the following categories of membership:

- *Senior Members.* Being over the age of 18 paying the full annual subscription including AGB and any other affiliation fees.
- *Associate members.* Paying the full annual subscription excluding AGB and other affiliation fees on production of proof of direct payment of them or of membership of another Club.
- *Junior members.* Young people up to their eighteenth birthday paying the appropriate annual subscription including AGB and any other affiliation fees.
- *18-24.* Junior Members who have been members of the Junior Club for at least a year who go on to full time further education will pay a reduced Club subscription as determined from time to time, plus full affiliation fees
- *Disabled Members.* Any member who has disabilities as defined by AGB
- *Honorary Members.* Any member of the Club deemed to have given distinguished services to the Club or to archery in general may be elected at the Annual General Meeting as an honorary member for any period determined by the members. Any member so honoured will be responsible for his or her own affiliation fees.

All members shall be entitled to vote in person at Club General Meetings.

Duties and Responsibilities of Members

Every member shall be bound to further the objects of the Club and shall observe these provisions as well as those of AGB, YAA and NCAS

All members of the Club shall be entitled to ready access to the general communications and facilities of the Club, to be present at functions and events arranged by the Club and to receive such support and assistance as the Club is able to offer.

Club communications delivered to the Members' last recorded address will be deemed to have been properly served. It is the member's responsibility to ensure his current address and personal details are recorded at the Club.

All members will use their best efforts to ensure the safety and security of the property and equipment of the Club and to play an appropriate part in its maintenance.

Members will be expected to contribute some time or time equivalent every year to the preparation, staging and execution of the Open Club tournaments either as Field Party or in some other capacity agreed by the Tournament Organiser who will organise the work and record the details.

When juniors (i.e. Under 18) either individually or in groups are present at the club they must be supervised at all times by at least one parent/guardian or one non shooting AGB Senior member. If shooting together as a family, bosses must be placed side by side to enable adequate supervision.

The provisions of the AGB Policy on Children and Vulnerable Adults will be observed at all times.

Membership of the Club will be terminated if:

- A properly authorised form of resignation is received;
- Membership fees remain unpaid thirty days after the due date;

If an individual engages in conduct deemed detrimental to the best interests of the Club, the Committee may, by a majority vote, reprimand, suspend or expel any member:

1. Before executing any of these sanctions the member shall be given at least fourteen days' notice in writing of the intended action and shall be granted the opportunity to be heard by the Committee.
2. In the event that the sanctions are confirmed they will be communicated in writing to the member. The Committee shall not communicate its decision, other than to the member, until after the proceedings are concluded.

Serious criminal or civil allegations will be passed directly to the authorities concerned.

Membership applications and dues

An application for membership shall be made on the appropriate form to the Membership Secretary together with the necessary fees. The application will be ratified at the next committee meeting and the member informed of the outcome and issued with a membership Card and container key as soon as practicable thereafter.

All Club dues will be determined by the Club Committee from time to time and approved by members in General Meeting.

All membership dues shall become due and payable no later than September 1st annually for the following year. Membership fees that remain unpaid by September 30th will result in the immediate termination of membership.

The Club committee may, in its absolute discretion, waive, cancel or reduce payment of the Club dues or any other indebtedness of a member of the Club for any reason.

Functions and Composition of the Committee.

The Club shall be administered by a Committee, elected annually by secret ballot by those present in person at the Annual General Meeting. Nominations for Committee members must be submitted to the Secretary twenty-one days prior to the Annual General Meeting and every nomination must be proposed and seconded by a Club member in good standing and must confirm that the candidate is willing to fill the vacancy. Committee members shall take office at the conclusion of the Annual General Meeting.

The Committee shall consist of three executive officers, Chairman, Secretary and Treasurer who must each have had at least two year's consecutive membership of the Club. Persons with familial, domestic or civil relationships one with another may not hold these positions. There must be in addition up to eight ordinary members, each of whom must have had at least one year's full membership of the Club.

If deemed necessary, the Committee may co-opt additional members for specific duties until such times those duties are no longer required or until they are formally elected at the AGM.

There must be at all times a majority of shooting members on the Committee.

Any Committee member missing three consecutive meetings without apologies will automatically be considered to have resigned and a replacement will be elected or co-opted as necessary.

The Club Committee shall consist of the following persons whose services shall be purely voluntary.

- Chairman
- Secretary
- Treasurer
- Membership Secretary
- Beginners/Coach Coordinator
- Tournament Organiser/s
- Records Officer
- Equipment Officer
- Catering Officer
- IT Officer
- General Member/s

Committee Meetings

No business shall be transacted unless a quorum is present when the meeting proceeds to business. A quorum will consist of at least two of the Executive Officers of the Club (Chairman, Secretary, Treasurer) and at least three ordinary members.

Committee meetings will normally be held monthly with a minimum of nine per year. The maximum time that may elapse between any two meetings is two calendar months.

In the case of an emergency the Chairman, Treasurer and Secretary shall together have full power to act.

Questions arising at any meeting shall be decided by a simple majority of votes. In the case of an equality of votes the Chairman shall have the casting vote to preserve the status quo. The Chairman shall not have a deliberative vote.

The Committee will cause proper minutes to be kept of all its proceedings and of the proceedings of all General Meetings and any sub-committees set up for any purpose.

The minutes of any meeting if approved at the next succeeding meeting shall be conclusive proof without further evidence of the business conducted and the decisions made.

The Club Committee shall ensure that proper and sufficient books of account are kept in such a manner as to give a good and fair account of the state of the Club's affairs.

The Club Committee will ensure that a bank account is maintained whose signatories shall be any two of the three Executive officers.

General Meetings

A general meeting of the Club shall take place every calendar year on or before the 30th November as the Annual General Meeting of the Club.

Those entitled to receive the notices of the Club will be given at least twenty eight days notice of any such meeting specifying the day, the hour and the place of the meeting and in case of a Special Meeting the nature of business to be conducted.

A Special Meeting may be called by the Club Committee or by ten members giving their reasons in writing to the Committee.

The Ordinary business of an Annual General Meeting shall be:

- To present the notice of the Meeting
- To receive and if thought fit approve the Annual report, Accounts and Balance Sheet of the Club
- To receive the Annual Report of the Chairman
- To amend if necessary subscription levels for the following year
- To elect new Committee Members
- To conduct any other business subject to specific detail in the agenda