

# **CRANFORD ARCHERY CLUB**

## **CONSTITUTION**

The Club was established on 1st July 1980 and shall be called CRANFORD ARCHERY CLUB and hereinafter be referred to as "The Club".

**Article 1:** The aims of The Club will be the promotion and encouragement of Archery and its traditions in all its forms other than Bow Hunting.

**Article 2:** The Club is established under the Shooting Regulations as laid down in the Archery GB / Grand National Archery Society (GNAS) Rules of Shooting. Archery GB / GNAS will be accepted as the governing body in the relevant forms of the sport practised by The Club and its members.

**Article 3:** Nothing in this constitution shall conflict with the Constitution of Archery GB / GNAS, nor with the rules of Cranford Community School, Osterley Sports Club and Perivale Community Centre &/or any other venue The Club may use to continue its activities.

**Article 4:** The postal address of The Club will be that of the Honorary Secretary or as subsequently agreed by the Committee.

**Article 5:** The management of The Club shall be entrusted to the Committee of adult shooting members, which shall consist of the following elected officers:

Chairman  
Honorary Secretary  
Honorary Treasurer  
Records Officer  
League Match Officer  
Equipment Officer  
Field Captain  
Home Tournament Officer  
Away Tournament Officer  
Child Protection Officer

**Article 6:** Any person interested in the sport of Archery may apply to the Committee to become a shooting member or Associate member. The application procedure to become a shooting member will be that an application form has to be completed by the prospective member and must be proposed and seconded. The Chairman, Honorary Secretary and the Honorary Treasurer (whose signature is confirming that the membership fee has been paid), will then approve the application.

**Article 7:** There shall be the following categories of members:

- (i) Senior shooting members - aged 18 years and over
- (ii) Junior shooting members - aged from 9 to 17 years
- (iii) Associate member without voting rights - for established archers - with a probationary period of 3 years before applying for full membership
- (iv) Honorary Life member

(Note: Junior shooting members may not shoot unless an adult is present. Any Junior under 15 must be accompanied by a parent)

**Article 8:** Any person whom The Club may wish to honour may be elected an Honorary member for life at a General Meeting of The Club.

**Article 9:** All members shall accept the jurisdiction of The Club and shall conform to the Constitution as may be determined from time to time.

**Article 10:** All members as described in Article 7, other than Honorary Life members, shall pay the Archery GB / GNAS, Middlesex County Archery Association (MCAA) and Southern Counties Archery Society (SCAS) annual fees, plus The Club fees to be determined from time to time.

**Article 11:** Annual Subscriptions shall fall due and must be paid by the 14 September in each year. A member who has not paid their subscription by that date shall cease to be a member and Archery GB / GNAS, MCAA and SCAS will be advised accordingly.

**Article 12:** The funds and property of The Club shall be vested in the Chairman, Honorary Secretary and Honorary Treasurer for the time being. All funds and property of The Club will remain the property of The Club and the members will have no individual financial interest of the same.

**Article 13:** The committee shall be elected by the members at the Annual General Meeting (AGM), or at an Extraordinary General Meeting (EGM), which shall be determined by the conditions of appointment from time to time. Non-shooting members may be elected to any position with approval of the Committee.

**Article 14:** The Committee shall have the power to invite any person as necessary for a particular reason to attend one or more committee meetings to act as an advisor. It may also appoint sub-committees and representatives to other committees and may delegate to such committees and representatives powers within defined limits.

**Article 15:** At meetings the Chairman may have an additional casting vote.

**Article 16:** The Committee shall, at its discretion, request that the accounts be audited. They shall appoint two members or non-members as auditors at least 14 days prior to the AGM.

**Article 17:** The Honorary Treasurer shall prepare and present a balance sheet at the AGM for the preceding year, or part thereof, duly certified by both auditors if appropriate.

**Article 18:** A bank account shall be maintained in the name of The Club at a bank and in a manner to be decided upon by the committee.

**Article 19:** All cheques withdrawing monies from the account shall be signed by any two of Chairman, Honorary Secretary and Honorary Treasurer.

**Article 20:** The Annual General Meeting (AGM) of The Club will take place during the first two weeks of August, or on such other date as may be deemed necessary, at a place to be decided upon by the committee to transact the following business:

- (i) To receive and approve the accounts for the preceding year

- (ii) To receive reports from the retiring officers
- (iii) To elect the officers of the committee for the ensuing year
- (iv) To elect representatives to other committees as may be required
- (v) To transact any other business

Not less than 14 days notice of such meeting shall be sent to each member.

**Article 21:** Extraordinary General Meetings (EGM) may be called at any time by the committee, or at the request of four or more senior members. Not less than 14 days notice of such meetings shall be sent to all club members. Only notice of the proposition will be discussed and voted upon.

**Article 22:** At all AGM's and EGM's, 6 members or 50% of the membership, whichever is the least, shall form a quorum. Each member shall be entitled to one vote on any matter. The Chairman shall have a casting vote.

**Article 23:** In the case of any Emergency Situation the Chairman, Honorary Secretary and Honorary Treasurer shall have full powers to act.

**Article 24:** The Constitution of The Club shall not be altered or amended in any way except at the AGM or at an EGM of The Club.

Members wishing to move a proposition to alter or amend the constitution shall submit such proposition showing:

- (i) the proposer
- (ii) the seconder

to the Honorary Secretary at least 28 days before the meeting at which such proposition is to be considered.

Notice of such proposition shall be circulated to all members not less than 14 days before the meeting.

A two-thirds majority of those present at such meetings shall be required to carry any amendment. Proxy votes will not be permitted.