

# CONSTITUTION

## REDRUTH ARCHERS



### 1. Name

The Club will be called 'REDRUTH ARCHERS' and shall incorporate a disabled section, to be known as 'REDRUTH DISABLED ARCHERS' and a section for archers who are under 21 years old, to be known as "REDRUTH UNDER 21 ARCHERS".

The Club shooting members shall be affiliated to World Archery (WA), The Grand National Archery Society trading as Archery GB (AGB), Grand Western Archery Society (GWAS) and the Devon and Cornwall Archery Society (DCAS).

For the purposes of this Constitution all references to 'Redruth Archers' or 'Club' shall be deemed applicable to, and include, Redruth Disabled Archers and Redruth Under 21 Archers.

### 2. Aims and Objectives

The aims and objectives of the Club will be:

- to offer coaching and competitive opportunities in Archery
- to promote the Club within the local community and the name of Archery
- to manage the Club premises on the Portreath Road
- to ensure a duty of care to all members of the Club
- to provide all its services in a way that is fair to everyone
- to ensure that all present and future members receive fair and equal treatment.

### 3. Membership

Membership should consist of officers and members of the Club.

Membership of Redruth Under 21 Archers shall be restricted to young persons under twenty-one years of age.

All members will be subject to the regulations of the Constitution and by joining the Club will be deemed to accept these regulations and codes of conduct that the Club has adopted.

Members will be enrolled in one of the following categories:

- Full member. Full Members affiliate to AGB (National), GWAS (Region) and DCAS (County) through the Club
- Associate member. Associate Members are affiliated to AGB elsewhere, either direct or through another, separate AGB Club.
- Honorary member which may be granted from time to time by the Club as deemed appropriate.

### 4. Membership fees

Membership fees will be set annually and agreed by the Executive/ Management Committee and determined at the Annual General Meeting.

Fees shall be payable annually on a date specified by the Management Committee, which will coincide with the renewal date for the member's AGB affiliation fees, wherever possible.

Redruth Under 21 Archers Club fee is set at 40% of the Adult Club fee.

Full and Associate members shall pay the full yearly Club fees.

## **5. Finance**

All Club monies will be banked in an account held in the name of the Club.

The Club Treasurer will be responsible for the finances of the Club.

The financial year of the Club will end on 30th September.

An independently examined statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any cheques drawn against Club funds must hold the signatures of two officers. Names of the Officers able to sign cheques are held by the Club's Bank.

The Executive Committee and the Club's Solicitor shall be the Trustees for the ownership of the Club's land and buildings. The Secretary and the Treasurer shall hold the deeds and documents.

Raising of Funds: If at any time, the Club in Management Committee meetings shall pass a resolution authorising the Executive Committee to borrow, the Executive Committee shall thereupon be empowered to borrow, for the purposes of the Club, such an amount of money, at such a rate of interest, and in such a manner, as shall be specified in such a resolution.

No member shall incur an expense on behalf of the Club without the Management Committee's knowledge and approval. The Management Committee itself shall not incur an expense on behalf of the Club greater than 50% of the Club's current liquid assets without the approval of the Club's membership.

All members of the Club whether voting on the resolution or not, and all persons becoming members of the Club after the passing of such a resolution, shall be deemed to have assented to the same, as if they had voted in favour of such a resolution.

## **6. Annual General Meetings**

Notice of the Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 21 clear days' notice to be given to all members.

The AGM shall be held during the spring on a date to be fixed by the Management Committee.

The AGM will receive a report from Officers of the Club and a statement of the independently examined accounts.

Nominations for Officers of the Club must be sent to the Secretary at least 10 days prior to the AGM. Elections of Officers are to take place at the AGM.

Nominations may be in writing with the written consent of the nominee or may be accepted from the floor at the AGM, in which latter case the nominee must be present to signify their willingness to stand.

All members have the right to vote at the AGM.

For the avoidance of doubt, associate and honorary members are entitled to vote at the AGM.

There shall be no voting by proxy.

### **7. Extraordinary General Meetings**

The Secretary shall call an Extraordinary General Meeting when requested to by the Management Committee or by 20% of the members, giving time for the Management Committee to give all the members 21 clear days' notice of the meeting.

### **8. Amendments to the Constitution**

The Constitution of the Club shall be altered, or added to, only by a majority vote at a General Meeting of the Members.

### **9. Officers of the Club**

The Officers of the Club will be:

- Honorary President (not a Committee member/ does not have to be a Club member)
- Chair
- Honorary Secretary
- Treasurer/ Vice Chair
- Coaching Co-ordinator
- Disabled Section Representative
- Equipment Officer and Armourer
- Estate Manager
- Junior Liaison Officer (and Deputy Safeguarding Officer)
- Safeguarding Officer
- Tournament Secretary
- Publicity Officer (not a Committee Member)
- Records Officer (not a Committee Member)

Officers will be elected annually at the Annual General Meeting.

All officers will retire each year but will be eligible for re-appointment.

### **10. Executive Committee**

The Executive Committee shall consist of the Chairman, Secretary and Treasurer. This Committee may co-opt other members for special purposes.

The Executive Committee will be responsible for disciplinary hearings of members who infringe the Club rules/regulations/Constitution. The Executive Committee will be responsible for taking any action of suspension or discipline following such hearings.

## **11. Committee**

The Club will be managed through a Management Committee consisting of the Executive Committee and the following Officers of the Club.

- Estate Manager
- Safeguarding Officer
- Coaching Co-ordinator
- Tournament Secretary
- Equipment Officer & Armourer
- Junior Liaison Officer
- Disabled Section Representative

Only these posts will have the right to vote at meetings of the Management Committee.

The Management Committee will be convened by the Secretary of the Club and Management Committee meetings held no less than six times per year.

The quorum required for business to be agreed at Management Committee meetings will be over 50% of the Management Committee members, to include two of the Executive Committee.

The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the Club.

Any Management Committee member who, without showing good cause, fails to attend three meetings, shall be held at the disposal of the Executive Committee who shall be empowered to take any such action as deemed necessary, which may take the form of expulsion from the Management Committee. In the event of the expulsion of a member from the Management Committee, the Management Committee shall be empowered to replace that member by co-option.

## **12. Colours**

The Club Colours shall be 50% Blue, 25% Gold and 25% White.

## **13. Discipline and Appeals**

All formal complaints to be made:

- i. by letter to a Management Committee member, stating that it is a formal complaint, or
- ii. by word of mouth to any two Officers of the Club, stating that it is a formal complaint.

The Executive Committee will meet to hear a complaint within 14 days of a complaint being lodged. The member who is the subject of a complaint will be informed, in writing, of the complaint and of the date of the Committee meeting to discuss it.

The Committee has the power to make appropriate disciplinary decisions including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the hearing.

There will be a right of appeal to the full Management Committee following disciplinary action being announced. The Management Committee should consider the appeal within 14 days of the Secretary receiving the appeal.

The Management Committee shall have the power to refuse any application for membership, to expel or suspend any officer or member who has, in their opinion, conducted himself/herself in a manner detrimental to the best interests of the Club, and to suspend (non-attendance at the Club's Tournaments) any Spectator found guilty of unseemly conduct, provided that no such expulsion or suspension shall be confirmed without the officer, member/s or spectator having been given the opportunity to appear in person or be represented before the Management Committee or an Extraordinary General Meeting.

#### **14. Shooting Control**

The Management Committee shall formulate rules for the control of shooting as and when necessary and such shooting shall be governed by the rules of the AGB whenever they can be applied.

#### **15. Dissolution**

A resolution to dissolve the Club can only be passed at an AGM or EGM through a majority vote of the whole membership either present or by postal vote.

In the event of Redruth Archers ceasing to exist all the monies plus interest on monies accrued for the sale of Club property and Club trophies, will be deposited with the Treasurer of the County Archery Association (DCAS), in case the Club reforms.

In the event of the Club reforming within a period of five years, all monies, and monies accrued from the bank interest may be handed over to the newly reformed Club, authorised only by the County Committee who will ensure that it is used for the rightful purposes.

#### **16. Declaration**

Redruth Archers (incorporating Redruth Disabled Archers and Redruth Under 21 Archers) hereby adopts and accepts this Constitution.

SIGNED:.....DATE: .....

Name: Steve Gabbitas Club Chair

SIGNED: .....DATE: .....

Name: Jon Bouch Club Secretary

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