

# JOLLY ARCHERS OF HOUGHTON & WYTON

## CLUB CONSTITUTION

### General Provisions

1. The Club shall be called "The Jolly Archers of Houghton and Wyton" hereinafter referred to as the Club.
2. The funds and property of the Club shall be vested in the Chairman, Secretary and Treasurer for the time being. All monies and sums received on behalf of the Club shall remain the property of the Club, and there will be no distribution of such funds amongst the members.
3. The Club shall not be wound up except by a Resolution of an Extraordinary General Meeting convened for the purpose. If upon the winding up of the Club there remains, after payment of all debts and liabilities, any funds or properties whatsoever they shall not be distributed amongst the members of the Club, but shall be transferred to another club having similar objectives to the Club that is a registered Charity, or to Archery GB, the Club's governing body.
4. The objectives of the Club shall be the promotion and encouragement of archery in all its forms, other than hunting and crossbow shooting.
5. The shooting regulations as prescribed in the Archery GB Rules of Shooting shall govern the practice of archery in the Club.
6. Nothing may be included in this Constitution which conflicts with that of Archery GB
7. The postal address of the Club shall be that of the Secretary for the time being.
8. The Constitution of the Club shall not be altered or amended except at the Annual General Meeting (AGM) or at an Extraordinary General Meeting (E.G.M.) of the Club. Members wishing to move a proposition designed to alter or amend the Constitution shall submit such proposition to the Secretary twenty eight days before the General Meeting at which such proposition is to be considered. Notice of such proposition shall be given to all members.
9. This Club believes that when dealing with children and vulnerable adults, their welfare should always be of paramount importance. We are committed to providing an environment where young people can learn and participate in a sport free from harassment and abuse. All those people working with children have a moral responsibility to safeguard and promote a child's welfare. The Club has therefore adopted the Archery GB Safeguarding Children and Young People Policy to ensure peace of mind for both adults and children.
10. This Club adopts a policy of zero tolerance towards bullying.

### Membership

11. Membership of the Club shall be open to all persons interested in advancing the objectives of the Club and who are willing to abide by the Club's Constitution and Rules subject only to ensuring that the level of volunteer resources and the availability of facilities are sufficient to maintain the quality and safe enjoyment of archery within the club.

12. All new members applications must be approved by the committee and are then subject to a six-month probationary period during which time the committee may, if it feels appropriate, cancel the membership without comment.
13. Thereafter, the Club Committee may remove membership only for good cause such as conduct or character likely to bring the Club or sport into disrepute. Appeal against removal may be made to the members.
14. There shall be the following Classes of members:-
  - a) Senior members
  - b) Junior members
  - c) Honorary members
15. Persons, interested in archery, having reached the age of 18 will be eligible for admittance as a Senior Member, or if under that age as a Junior Member.
16. The award of Honorary Life Membership of the Club may be made to any member who, after 25 years in archery, is considered to have given exceptional service to the Club and the sport of archery. Nominations are to be placed before the Club Chairman for discussion by the committee and ratified by the membership.
17. The benefits of Honorary Life membership are free Club membership and exemption from target fees for any Club event.

#### **Subscriptions**

18. Senior and Junior members, as defined in clauses 14 and 15, shall pay an annual subscription to the Club at rates to be determined at the Club AGM.
19.
  - a) All Club subscriptions shall become due on the 1<sup>st</sup> March every year.
  - b) All members must affiliate to ArcheryGB, and also a County Association and a Regional Association every year. If affiliating through the Club payments must be paid to the Treasurer by the 20th September. Those not affiliating through the Club must provide evidence of so doing to the Club Secretary or Treasurer before shooting.
20. A member who has not paid his Club subscription by 1st April in any one year shall cease to be a member of the Club unless the Club committee considers there are extenuating circumstances.

#### **Management**

21. The Club shall be managed by a committee consisting of the following officers: - Chairman, Secretary, Treasurer, Records Officer, and Equipment Officer. An additional six committee members may be elected. Committee members are to be elected from the Club membership at the AGM each year. Club members may be co-opted by the committee as and when necessary. At meetings of the Club committee the Chairman, if it is necessary, is entitled to a casting vote.
22. Membership of the committee is open:
  - a) To Club members who have Jolly Archers as their first claim club, as defined in the Laws of the Grand National Archery Society (ArcheryGB)
  - b) To Club members who do not serve on the committee of any other open archery club operating within Cambridgeshire
  - c) To Club members who have been a member for at least one year.

23. The committee is to maintain Club Rules, which contain details of the routine administration and operation of the Club. For example, details of shooting times, target fees, and range rules.
24. The committee shall have the right to require any archer to refrain from using unsuitable equipment.

#### **Finance**

25. An auditor shall be appointed annually. The auditor must not be a member of the Club committee.
26. A Balance Sheet showing the financial position of the Club on the 1st November of the preceding year together with an Income and Expenditure Account for the twelve months ending on that day shall be prepared each year and shall be presented at the AGM.
27. A Bank Account shall be maintained in the name of the Club. All cheques and orders withdrawing monies from the account shall be signed by any two of the following: - Club Chairman, Secretary, or Treasurer.
28. The committee may pay accounts and incur liabilities on behalf of the Club. The committee members are hereby indemnified by the Club against any claims or demands in respect of any liability properly, and in good faith, incurred on behalf of the Club.

#### **General Meetings**

29. The AGM shall be held during the first two weeks of November at a place to be determined by the committee. Not less than twenty-one days notice shall be given.
30. The Club committee can, or at the request in writing of eight or more Club members shall, call an E.G.M. Not less than twenty-one clear days notice of such meetings shall be sent to Club members. Notice of any proposition which it is intended to move shall be sent to all Club members.

#### **Voting and Quorum**

31. At all General Meetings:-
  - a) Eight members shall form a quorum, in addition to the Chairman of the meeting.
  - b) Each Senior member shall be entitled to one vote
  - c) The Chairman shall, if required, be entitled to the casting vote
  - d) If there are insufficient members present 30 minutes after the appointed start time for the AGM then the numbers present will be sufficient to allow the meeting to be held.
32. At Committee Meetings half of the number of existing committee members both elected and co-opted must be present to form a quorum.