

# Thanet Archery Club

## Constitution

### **1. The Club**

- (a) The Club shall be known as " THANET ARCHERY CLUB ".
- (b) The main purposes of the club are to provide facilities for and to promote participation in the amateur sport of Archery
- (c) The Club shall not be affiliated to the Kent Archery Association, the Southern Counties Archery Society and the Archery GB but shall abide by any Guidelines publicly published by Kent Archery Association, the Southern Counties Archery Society and Archery GB
- (d) This club will abide by Archery GB Policy for Safeguarding Children, Young People and Vulnerable Adults.

### **2. Membership**

Membership of the club shall be open to anyone interested in the sport on application, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs, except as a necessary consequence of the requirements of archery. Membership (other than social membership) may be applied for only after completion of a beginners' course either at this club or at another archery club, or an assessment of ability for experienced archers.

The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will keep subscriptions at a level that will not pose a significant obstacle to people participating.

The club committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made to the members.

### **3. Classes of Membership**

- (a) The classes of membership shall be:- Senior, Junior, Honorary, Associate Senior, Associate Junior and Social.

- 1. Senior members shall be those of 18 years or older who have been accepted as a member of the Club and have paid to the Club the prescribed Club membership fee.
- 2. Junior members shall be those under the age of 18 who have been accepted as a member of the Club and have paid to the Club the prescribed Club membership fee.
- 3. **Juniors shall be accepted from the age of 10 years. If younger than 12 years it will be a condition of membership that either:-**

Their parent(s) or guardian(s) are shooting members, or

The Committee shall use its discretion for acceptance for membership.

Junior archers will not be allowed to attend unaccompanied. On all occasions the Junior Archer must be accompanied by a responsible adult (i.e. parent/guardian or someone nominated in writing by the parent/guardian).

- 3. Honorary members shall be those members proposed as such after meritorious service to the Club and agreed by open vote at an A.G.M. Such members shall only be required to pay the insurance component of the Club membership fee.

4. Associate members shall be those persons attending the Club for occasional archery shoots and other supporting activities, but without voting rights unless elected to the Committee. They do not pay the full membership fee, but pay the Visiting archers target fee each time they shoot.
  5. Social Members shall be those persons attending the Club for social and other supporting activities but without shooting rights, and without voting rights unless elected to the Committee.
- (b) It is a condition of membership that archers shall provide their own equipment.

#### **4. Fees**

- (a) Membership fees shall be as voted at the A.G.M. Registered disabled archers may claim a discount on the membership fee as defined in the club booklet on production of proof of disability.
- (b) A non-returnable deposit may be paid to secure a place on a beginners' course. Any balance shall be paid 1 month before commencement of the course. On successful completion of the course, membership may be applied for to the Membership Secretary.
- (c) Senior and junior membership fees are due annually on 1st March either in full (preferred) or by quarterly s/o; any member not paid up or without a quarterly s/o set up by the 1st April shall lose the privileges of a full membership and will be required to pay the visiting archers target fee until arrears are paid. Members who have allowed their membership to lapse for two months or more and have not notified the membership secretary and/or club secretary of their decision to switch to Associate membership must re-apply for Club membership in the usual way.
- (d) Individual competition fees shall be paid by the competitors concerned. The Club may pay club team fees from funds at the Committee's discretion.
- (e) With the exception of inter-club matches, friendly matches and club organised tournaments, visiting archers may shoot at the Club range only by invitation of a full Senior member of the Club, that member being responsible for their conduct and payment of a target fee to be reviewed annually. No visitor may be introduced more than three times in any one season, unless agreed to by the Committee.

#### **5. Committee**

- (a) The business of the Club shall be conducted by a Committee consisting of at least the following officers:- President, Chairman, Secretary, Treasurer, Club Captain, Records Officer, Equipment Officer(s), Building Officer, Field Officer, 3D Range Officer, Competition Coordinator and Safeguarding Officer. A Junior Representative shall be elected if the number of Junior members warrants it. Further Officers may be elected as found desirable from time to time. The size of the Committee shall be kept under review and all members must be elected annually at the Annual General Meeting or a Special General Meeting.
- (b) No less than 3 members of the Committee shall constitute a quorum, provided it includes either Chairman, Secretary or Treasurer.
- (c) Vacancies occurring in the elected Committee during any one year may be filled by members co-opted by the Committee.
- (d) Additional members may be co-opted for specific purposes as the elected Committee considers necessary. The duration of the co-option to be limited to the duty concerned and to expire at the next A.G.M. at the latest.
- (e) Sub-committees may be formed for specific purposes and shall be disbanded on conclusion or otherwise as determined by the Committee. Reports on progress should be made to the Committee.
- (f) Committee members must be current members of Thanet Archery Club in good standing (i.e. not suspended)

## **6. *Bye-Laws.***

The Committee may make, repeal and amend bye-laws relevant to the day to day administration of the Club at any time, such bye-laws shall have effect until set aside by the Committee or at the Annual General Meeting. The Bye-Laws are laid down in the Club Booklet.

## **7. *Finance.***

An audited statement of accounts shall be submitted for approval at the A.G.M. having been circulated to all members at least 10 days before the meeting.

## **8. *The Annual General Meeting***

- (a) The A.G.M. shall be held in November of each year. Notice of date and venue shall be circulated to all members at least one month prior to the meeting. Any propositions (under item 15 of the agenda) should be put in writing and sent to the Secretary at least 3 weeks before the meeting. The written agenda and the minutes of the last A.G.M. shall be circulated to all members at least 10 days before the meeting. Committee members wishing to resign their post should give at least one month's notice in writing to the Secretary or Chairman prior to the A.G.M. Club members wishing to stand for committee officer roles must notify the Secretary at least 3 weeks before the A.G.M., excepting any roles remaining without nominations after that date.
- (b) The following business shall be conducted at the A.G.M.:-
1. Apologies.
  2. Minutes of the last A.G.M. and/or Special GM.
  3. Matters arising from the Minutes.
  4. Chairman's Report.
  5. Secretary's Report.
  6. Treasurer's Report, including Statement of Accounts.
  7. Matters arising from the Statement of Accounts
  8. Records Officer's Report.
  9. Captain's Report.
  10. Head Coach's Report.
  11. Maintenance report by Equipment Officer, Building Officer, Field Officer & 3D range officer.
  12. Competition coordinator's report
  13. Safeguarding Officer's Report.
  14. Junior Representative's Report.
  15. Election of Chairman.
  16. Election of Committee and Officers.
  17. Propositions previously circulated.
  18. Date of next meeting.
- (c) A Special General Meeting may be called at any time if at least 10 voting members or the Committee so request; the request must state the reason and be given in writing to the Secretary. The Committee must convene a meeting within one month of such a notice. The written agenda shall be circulated to all members at least 10 days before the meeting.
- (d) Voting at any meeting shall be by show of hand or ballot at the discretion of the Chairman. The Chairman shall have a second (casting) vote, when necessary. Juniors under 18 may only vote to elect their own representative who shall have one vote at any meeting.
- (e) A written record of the proceedings of all general and committee meetings will be produced and signed by the current chairman and kept until such time as their disposal shall be agreed at an A.G.M.

**9. Insurance**

All archers will be covered for Public Liability Insurance during shooting, either by paying the Club Membership Fee or by paying the visitors target fee.

**10. Non-profit making**

All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

**12. Dissolution**

Upon dissolution of the club any remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body for use by them in related community sports

The ownership of all the club equipment resides exclusively with the Thanet Archery Club. No other party has any claim to its ownership unless the club becomes non-viable.

**13. Various**

The Constitution can be revised only at an Annual General Meeting or a Special General Meeting called for that purpose.

Crossbow shooting will not be permitted by the Club.

[Archery GB is the trading name of the Grand National Archery Society (G.N.A.S.)]