



Nethermoss Archers

The Constitution

www.nethermoss.co.uk

The Name

The name of the Club shall be 'Nethermoss Archers' hereinafter referred to as the Club.

Aims and Objectives

- a) to promote target archery for all bow types (other than cross bow);
- b) to provide opportunities for participation and coaching in the sport of archery;
- c) to promote the Club within the local community and archery nationally;
- d) the Club shall consist of its members and its elected Officers;
- e) the Club aims to ensure that all, inclusive but not limited to, irrespective of age, gender, ethnic origin, sexuality, creed and religion, shall have an equal opportunity and be protected as appropriate;
- f) the Club's guidelines and policy on equal opportunity and appropriate protection shall follow changing legislation as soon as is reasonably practicable.

Management

- a) the Management of the Club is vested in a Committee of paid-up members of the Club;
- b) the Committee shall consist of:
 - i) President;
 - ii) Chairman;
 - iii) Secretary;

- iv) Treasurer;
- v) Records Officer;
- vi) Welfare Officer;
- vii) Maintenance Officer;
- viii) Head Coach;
- ix) Competitions Co-ordinator;
- x) Any other office as deemed necessary by the Committee.

c) the office of Secretary shall be vested in one person;

d) the office of Treasurer shall be vested in one person;

- i) all Club cheques will be authorised by any two of three nominated Committee members one of whom must be the Treasurer;

e) each of the above Officers shown in (b) above, shall hold office from the time of their election until either:

- i) nomination of a successor;
- ii) resignation by the Officer, or
- iii) asked to resign by a majority vote of the membership at an AGM or EGM.

f) all members of the Committee shall retire annually but shall be eligible for re-election except that no member should hold the same office for more than three consecutive years unless no suitable replacement is available. In such circumstances the three-year tenure may be extended subject to agreement at the appropriate Annual General Meeting;

g) the Committee may from time to time co-opt other members of the Club for their specific advice or expertise;

h) the management of any surplus generated by the Club shall be held in a Bank Account(s) under the name of the Club;

i) once the new Committee is elected, the old Committee shall retire and give way to the newly elected Committee. The Chairman always has an additional and casting vote.

Function of the Committee

a) the Committee shall direct the affairs of the Club and make such rules as are necessary and receive all monies, goods and equipment on behalf of the Club and act as administrative trustees;

b) the Committee shall meet as deemed necessary and, at meetings, four Committee members shall form a *quorum* and the Chairman shall have an additional or casting vote;

- c) officers of the Committee may act independently with permission of the Committee on a task appointed to them;
- d) the Committee may appoint sub committees and shall determine their terms of reference;
- e) the Committee have the authority to refuse an application for membership or a request for renewal.

Nethermoss Archers Website

- a) the website is owned by the members of the Club and a Webmaster appointed by the Committee. A domain name has to be registered in the name of one person who is not necessarily a club member. However, the domain name and its subscription will be paid by the Club and shall remain the Club's property.

Annual General Meeting

- a) at least one Annual General Meeting (AGM) shall be held each year, not more than 15 months after the previous such meeting and a minimum of 21 days notice must be given;
- b) the AGM shall be opened and immediately adjourned if less than a *quorum* of members is present. A *quorum* shall comprise a minimum of four Club members;
- c) at the AGM, the Treasurer shall present the Club's Income and Expenditure Account and Balance Sheet for the calendar year ending 30 June;
- d) Officers of the Committee will present progress reports of their area;
- e) the Club members shall also elect or re-elect the above Officers for the following year;
- f) the meeting shall consider any proposed changes in the Constitution, the Rules, subscription and any other business that is on the agenda;
- g) items of any other business may be tabled by any of the above Officers of the Committee or by any member of the Club;
- h) the Committee may, at its discretion, also consider any other business not previously submitted in writing;
- i) voting by the members shall be by a majority of those present together with postal votes submitted.

Membership and Subscription

- a) Membership of the Club is open to all Archers who shoot target archery (using all bow types except crossbow) and who accept the purpose, principles and rules of the Club;
- b) Shooting at the Club field or indoor facility is limited to Club members (who must also be members of Archery GB), visitors who are members of Archery GB and others attending courses and events run by the Club and which are registered with Archery GB.
- c) Beginners courses are run when appropriate during the outdoors season and will comprise of four sessions of 2.5 hour duration, after which Club membership is required;
- d) Club membership fees are determined by age at the time membership commences or is renewed.
- e) All those who shoot at the Club field or indoor facility must be continually supervised by a Parent or Guardian up to their 18th birthday;
- f) Club membership, participation in shoots, insurance provisions and entitlement to vote are conditional upon payment of the membership fee.
- g) a Club Hut key register will be kept. New members must apply to the Committee for club hut keys but must have been a member of the Club for a minimum of six months. A returnable deposit will be required. Access to the hut storeroom will also be provided by a key kept in an external key safe, with the code to the key safe being available to established members. This is subject to the discretion of the Committee and may be withdrawn at any time.

Protection of Children and Vulnerable Adults

- a) the Club will protect children/juniors and vulnerable adults in accordance with the Law and the policies and procedures of Archery GB;
- b) children/juniors and vulnerable adults must, while shooting, be continuously supervised by a Parent or Guardian.;
- c) tuition in general and for children/juniors and vulnerable adults in particular is shoot-related and is not a regular or long-term "club" type of activity;
- d) tuition of children/juniors and vulnerable adults shall always be in the presence of at least one other adult in addition to the Archery GB registered tutor;
- e) tuition of children/juniors and/or vulnerable adults shall not be delegated beyond competent Club members;

Data Protection

- a) the Club will keep all records, logs and individual member data secure and electronically backed up in accordance the General Data Protection Act 2018 (General Data Protection Regulation, GDPR);
- b) the Club will not disclose names and/or contact details of any of its members, other than to Archery GB. Should any member wish to contact another, such a request will be forwarded, after which the initiative of disclosure shall rest with the party receiving the forwarded request.

Insurance

- a) only paid up members are covered by insurance;
- b) a member claimant shall pay the voluntary excess part of his or her claim;
- c) insurance is for third party risk and shall be subject to restrictions. Such risk and restrictions may vary according to conditions in the Club's insurance policy;
- d) the Committee may put such variation to the membership for its consideration at an AGM;
- e) the Committee may have to take an executive decision on insurance at short notice, in which case it will then put that decision to the membership at the next following AGM;
- f) details of insurance, held by the Secretary, shall be available on request.

Records

- a) the Records Officer shall record full results of the Club's Bow Meetings;
- b) Bow Meeting Organizers shall, whenever possible, send the original score sheets to the Records Officer as soon as possible after each meeting;
- c) Risk Assessment and Incident records shall be kept by the Secretary.

Demonstrations, Have-a-Go's and Taster Sessions

a) Demonstrations, Have-a-Go's and Taster Sessions must be carried out in accordance with Archery GB Code of Practice for Archery Events;

Rules of Shooting

The current Archery GB Rules of Shooting shall be complied with by all members at all times including during any tuition or solo shooting. Solo shooting by senior archers (ie archers aged 18 and over) is permitted on private land which is fenced all round where the public has no legal right of access and with warning notices displayed at all entrances and point of access. Any member shooting on their own is doing so at their own risk in respect of personal injuries. Provided that they are an adult member of Archery GB one parent / guardian alone may supervise their own child(ren).

Disciplinary Procedure

- a) The Club adopts the Disciplinary Policy and Procedures of Archery GB.
- b) the Club Committee may at any meeting, by a two-thirds vote, have the authority to reprimand, suspend or expel any member who has violated the Club Rules or whose conduct is deemed detrimental to the best interests of the Club
- c) before any such disciplinary action, the member shall be given at least 14 days notice in writing and shall be granted the opportunity to be heard by the Committee;
- d) the decision of the Committee shall be communicated to the member in writing and the Committee shall not be required to explain its actions to any but those concerned. The Committee is however free, if it so desires, to publish its decision in any medium, including the journals of national or international archery bodies;
- e) the member shall be allowed 28 days from the date of communication of the decision of the Committee in which to lodge an appeal against the decision, in writing, with the Secretary of the Club. The Committee shall not communicate its decision, other than to the member, until that period has expired or an appeal has been lodged, whichever is the sooner;
- f) in the event of an appeal against the decision of the Committee, the Chairperson of the County Committee shall be requested to appoint an Appeal Panel of three independent individuals. No member of the Club committee may sit on this panel;
- g) the panel may hear such witnesses and consider such evidence as it thinks fit and its decision shall be binding both upon the Appellant and the Club.

Dissolution

A resolution to dissolve the Club can only be passed at an AGM or EGM through a majority vote of the membership. In the event of dissolution, any assets of the Club that remain will be disposed of by an agreement of the membership. If all else fails then the assets will be given to Archery GB.

Declaration

This Constitution shall not be altered or amended except at an Annual General Meeting or an Extraordinary General meeting called for the purpose and following FOURTEEN days notice of the proposed alterations or amendments which to become effective must be accepted by the majority of those at the meeting.

**THIS CONSTITUTION WAS ACCEPTED AND ADOPTED AT THE ANNUAL GENERAL
MEETING OF NETHERMOSS ARCHERS HELD ON 23rd July 2022**

Club Chair: Mark Halton

Signed 

Club Secretary: Simon Brown

Signed 