

THE WINDRUSH BOWMEN

Constitution

Amended 23/01/2017

General Provisions

1. The club shall be known as "**The Windrush Bowmen**" hereinafter referred to as The Club.
2. The Object of The Club shall be to promote, encourage participation in, and provide training and facilities for, the sport of amateur Archery in Witney and the surrounding district.
3. The funds and property of The Club shall be vested in the Chairman, Secretary and Treasurer for the time being.
4. The Income and Property of The Club shall be applied solely towards promoting The Club's objects as set forth in this constitution and no portion thereof shall be paid or transferred, directly or indirectly, to the Members of The Club. The Club may however reimburse members for expenses incurred and purchases made on behalf of The Club.
5. The Club shall establish a second archery club with a constitution as per appendix A and shall carry out on its behalf all duties inherent in that appendix.
6. The Club shall have public liability insurance for its members commensurate with its activities.
7. The constitution of The Club shall not be altered or amended except at a General Meeting of The Club.
8. Members wishing to move a proposition designed to alter or amend the constitution shall submit such proposition, in writing, to the Secretary before the General Meeting at which such proposition is to be considered.
9. Notice of such proposition which it is intended to be moved shall be sent to all members.
10. The contact address of The Club shall be as recorded in the minutes of a General Meeting.

Membership

11. Membership of The Club shall be open to all persons irrespective of ethnicity, nationality, sexual orientation, religion or beliefs; or of age, sex or disability except as a necessary consequence of the requirements of archery as a particular sport.
12. The Executive Committee may refuse membership or expel from membership only for good and sufficient cause, such as conduct or character likely to bring The Club or sport into disrepute. Appeals against such a decision may be made to The Club's members and decided by a majority vote.
13. Members shall conduct their archery activities in accordance with the Rules of Shooting of the Club.
14. The Committee will be responsible for disciplinary hearings of members who infringe the club rules and will be responsible for taking any action of suspension or discipline following such hearings.

Training of New Members

15. Before taking part in Club archery activities, New Members shall be trained to do so properly and safely.
 - A. Experienced archers shall demonstrate that they have been shooting for some time and understand the rules of shooting.
 - B. Novice archers shall produce proof of their completion of a Beginner's archery instruction course.
 - C. Beginners shall undergo The Club's instruction course and receive a certificate on completion.

Membership Subscriptions

16. The following definitions apply:

A. Adult Members - those aged 18 or over.

B. Junior Members - those aged 17 or under. There shall be two types of Junior Member:

Independent Juniors whose parent, grandparent or legal guardian is not an Adult Member.

Family Juniors whose parent, grandparent or legal guardian is an Adult Member.

C. Honorary Members - those appointed by the Club in recognition of service to the Club, etc.

D. Associate Members – non-shooting persons (family, friends etc) who help at Club events. Associate Members are nominated by the Executive Committee for a period of one year at a time.

The subscriptions for Adults, Independent Juniors, family juniors and Beginners shall be decided at the Annual General Meeting. For Honorary Members and Associate Members there shall be no charge.

17. Subscriptions shall be due according to the following schedule:

A. Members shall pay annually. The subscription shall become due following the Annual General Meeting.

B. New members shall pay on joining The Club. Those who join after 30th June shall pay a reduced first year subscription.

C. Beginners shall pay an initial amount to cover the costs of the instruction course, and a reduced first year subscription after completing the course.

18. A member who has not paid the subscription by six weeks after the due date shall cease to be a member of The Club unless the Executive Committee considers that there are extenuating circumstances.

19. Annual payments shall be made either as one payment or spread over several months by agreement with the Membership Secretary.

The Executive Committee

20. The Officers of The Club shall be

A. Chairman

B. Secretary

C. Treasurer

D. At least 6, and not more than 10, other members with roles identified by the Chairman at the time of election.

21. The Executive Committee shall consist of the Officers of The Club.

22. A quorum of the Executive Committee shall consist of four members of the Committee

A. The Chairman or Secretary or Treasurer, and

B. 3 other members

23. All members of the Executive Committee shall hold office for one calendar year and may offer themselves for re-election to give a maximum period in post, of three terms.

24. Members may offer themselves for subsequent terms if by not doing so that office would remain vacant. In the event of another member nominated and seconded for the position, the incumbent may offer him/herself for re-election by the members.

25. Executive Committee Meetings shall be held at the discretion of the Chairman, Secretary or Treasurer or at the request of three members of the Executive Committee.

26. The Executive Committee shall have the power to deal with any matter not covered by this constitution pending confirmation by a General Meeting.

27. The Executive Committee shall regulate the safe and proper conduct of Club archery activities, by publishing and maintaining the Rules of Shooting of the Club.

Financial

28. The Financial Year shall be from 1st January to 31st December of the same year.

29. The Statement of Account, dated 31st December, shall be prepared by the Treasurer and audited by any member or other person nominated from time to time by the Committee.

30. The Club shall have financial liability insurance for its members if it takes on debt which exceeds its assets.

General Meetings

31. The Annual General Meeting shall be held in the month of January, or as soon as possible thereafter.
32. Club Officers, members of the Executive Committee, and Auditor shall be elected at the Annual General Meeting.
33. The Secretary shall give at least fourteen days notice of General Meetings to all members.
34. Resolutions for consideration at a General Meeting shall be submitted, preferably in writing, to the Secretary at least seven days before the Meeting. If this is not possible matters can still be discussed as "Any Other Business".
35. The Secretary shall call a General Meeting when requested to do so by
- A. The executive Committee, or
 - B. One third of the fee paying membership
36. Adult and Junior members shall be entitled to one vote, cast by post, written proxy, or by attendance.
37. The Chairman shall, if required, be entitled to one additional casting vote.

Target Days and Club Events

38. These shall be as decided from time to time by the Executive Committee or by members in General Meeting.
39. Daily Target Fees, if any, shall be paid by all members shooting at club meetings, except for Family Juniors, and shall be at rates decided from time to time by members in General Meeting.

Equipment

40. Club equipment shall be loaned to individual members entirely at the discretion of the Equipment Officer or a nominee who shall:
- A. Specify the period for which the equipment is on loan.
 - B. Obtain a signature in the Equipment Book.
 - C. Ensure that members borrowing equipment are made aware of their responsibility for repair and replacement of any items lost or damaged whilst in their custody.

Visitors

41. Members who bring to The Club Guests, Children or Animals shall at all times be responsible for their conduct and safety.
42. Shooting Fees for visiting archers shall be at rates to be decided from time to time by the Committee.

Dissolution of The Club

43. In the event of The Club dissolving all assets shall be disposed of by the Retiring Committee as follows:
- A. Trophies shall be returned to the donors if they can be found.
 - B. After discharging all debts and liabilities of The Club, the remaining assets shall not be paid or distributed amongst the Members of The Club, but shall be given or transferred to a registered CASC or charitable organisation promoting archery, with preference to organisations in Witney and the surrounding district, or failing that then among the sport's governing bodies for use by them for related community sports.

Appendix A

Windrush Bowmen

- A1) The club shall be known as Windrush Bowmen, hereinafter referred to as WB.
- A2) The object of WB shall be to be affiliated to the Grand National Archery Society (GNAS) and provide affiliated club membership of GNAS for members of WB.
- A3) The constitution of WB shall be identical to, and follow any changes to, appendix A of the constitution of The Windrush Bowmen, hereinafter referred to as TWB.
- A4) The contact address of WB shall be the same as that of TWB.
- A5) WB shall not have funds or property.
- A6) The Chairman and Secretary of TWB shall be members of WB as Chairman and Secretary respectively. At least one other member of TWB shall be a member of WB.
- A7) Apart from Chairman and Secretary, membership of WB shall be granted to any adult member of TWB only, at their request.
- A8) Membership of WB shall be free of charge. However every member who wishes shall pay annually to TWB an amount equal to the GNAS club membership fee.
- A9) A member of WB who has not paid the GNAS amount by 30th September shall be excluded from membership for the following 12 months. New members shall pay the GNAS amount on joining.
- A10) WB shall ask TWB to make membership applications to GNAS for members of WB and pay the relevant fees.

This amendment to the constitution dated 23rd January 2017