



LALEHAM ARCHERY CLUB

CONSTITUTION (AS AMENDED AUGUST 1993)

- | | | |
|-----------------------------------|---|--|
| NAME | 1 | The club shall be called Laleham Archery Club, hereinafter referred to as the club and shall, for the time being, be a member of the Staines and Laleham Sports Association Ltd. |
| OBJECTS | 2 | The club is formed for the promotion and encouragement of the sport of Archery and its traditions, in all its forms other than bow hunting, and to provide for its members a suitable archery range and all things incidental to the enjoyment of that sport. |
| SHOOTING | 3 | The shooting regulations as laid down in the G.N.A.S. Rules of Shooting shall be accepted as governing the relevant branches of the sport of Archery practiced by the club and its members. |
| LIMITS OF
CONSTITUTION | 4 | Nothing in this Constitution shall conflict with the Constitution of the G.N.A.S. nor, for the time being, with those of the Staines and Laleham Sports Association Ltd. |
| POSTAL
ADDRESS | 5 | The postal address of the club shall be that of the Honorary Secretary of the club for the time being. |
| CLUB PROPERTY | 6 | The funds and property of the club shall be vested in the Chairman, Honorary Secretary and Honorary Treasurer for the time being, to be dealt with by them as the management committee may from time to time direct by resolution (of which an entry in the minute book shall be conclusive evidence). These three named officers shall be indemnified against risk and expense out of the club property. All monies and sums received on behalf of the club shall remain the property of the club and, except as provided for upon dissolution of the club as in Rule 30 herein, there shall be no distribution of such amongst the members. Except with the express leave of the committee, no member shall, take away from the club premises, under any pretense whatever, any property of the club. No member shall willfully injure or destroy club property. |

- CATEGORIES OF MEMBERS** 7 There shall be the following categories of members:-
 (i) Senior Shooting Members aged 18 or above.
 (ii) Junior Shooting Members aged 16 but under 18 years.
 (iii) Junior Shooting Members aged under 16.
 (iv) Non-Shooting Members.
 (v) Honorary Life Members.
 (vi) Associate Shooting Members.
- NOTE Junior Shooting Members aged under 16 shall be required to have a parent or responsible guardian who is also a member in categories (i), (iv) or (v) where applicable, for the purpose of levying fees, ages shall be determined as at the 1st January for the ensuing year.
- HONORARY MEMBERS** 8 Any person whom the club may wish to honour may be elected an Honorary Member for life at a general Meeting of the Club.
- PROPOSAL OF CANDIDATES** 9 Every candidate for admission as a member shall be proposed by one member and seconded by another, both of whom shall vouch from their personal knowledge for the fitness of the candidate. The candidate shall be proposed by entering in the candidate's book, his name in full and residence, with the signatures of the proposer and seconder.
- ACCEPTANCE** 10 The candidate's application may be accepted at a committee meeting, provided that the vote is by majority for that acceptance.
- NOTICE TO MEMBER ELECTED** 11 On election of a new member, the Honorary Secretary shall notify the same to him/her in writing, furnish the new member with a copy of the rules and request him/her to pay the first subscription to the Honorary Treasurer. If payment be not made within one month from the date of the Honorary Secretary's notice, the election shall be void unless sufficient cause be shown to the satisfaction of the committee.
- ASSOCIATE MEMBER** 12 Any person making application to join the club who is already affiliated to the G.N.A.S. and is a member of another club shall be accepted only as an associate member, paying a fee as determined by the committee, but with restricted rights. This rule is subject to rules 9, 10 and 11.
- MEMBERS RESPONSIBILITY** 13 All members shall accept the jurisdiction of the club and shall conform to such conditions, rules and regulations as may be determined from time to time.

- SUBSCRIPTIONS** 14 All members as described in rule 7 herein other than Honorary Life Members, shall pay an annual subscription to the club to be determined from time to time by members in General Meeting.
- PAYMENT OF SUBSCRIPTIONS** 15 Subscriptions shall fall due on the day following the Annual General Meeting in each year. A member who has not paid his/her subscription by 31st March in that year may cease to be a member subject to the ruling of the committee.
- RESIGNATION** 16 Any member may resign his/her membership by giving to the Honorary Secretary notice in writing to that effect. PROVIDED that if notice be given after 31st March in any year, he/she shall be liable to pay his/her Subscriptions for that year.
- EXPULSION** 17 Any member joining the club undertakes to comply with these rules and refusal or neglect to do so or any conduct which in the opinion of the committee is either unworthy of a member or injurious to the interests of the club shall render the member liable to expulsion by the committee provided that before expelling a member the committee shall give the member an opportunity to explain and defend his/her conduct. The vote on such a resolution shall only be carried if not less than three quarters of the members of the committee vote in favour of the resolution.
- EFFECT OF CEASING TO BE A MEMBER** 18 Any person, on ceasing to be a member of the club, shall forfeit all right to and claim upon the club, its property and funds, and shall forthwith cease to use the facilities of Laleham Archery Club.
- MANAGEMENT OF THE CLUB** 19 The management of the club shall be entrusted to a committee consisting of its elected officers and those ordinary members who are chosen at a General Meeting. There shall be not more than two ordinary members elected to the committee, and of those ordinary members only one may be a junior member. Not more than three non-shooting members may be elected to serve on the management committee.

**OFFICERS
MANAGING
THE CLUB**

- 20 The officers managing the club shall be:-
CHAIRMAN
HON SECRETARY
HON. TREASURER
TOURNAMENT SECRETARY
MATCH OFFICER
RECORDS OFFICER
EQUIPMENT OFFICER
FIELD CAPTAIN
TRAINING OFFICER
SOCIAL ORGANISER

These officers shall be proposed, seconded, and elected by ballot at each Annual General Meeting, and they shall hold office until the next General Meeting when they shall retire, but shall be eligible for re-election from year to year.

**PRESIDENT OF
THE CLUB**

- 21 A President of the club may be elected by the members in General Meeting and such person shall hold that office for three years and shall not be eligible for re-election for a period of six years from the end of such a term of office.

**POWER TO
CO-OPT OTHER
PERSONS**

- 22 The management committee shall have the power to co-opt such persons as it may be deemed necessary for a particular reason to attend one or more committee meetings. It may also appoint sub-committees and representatives certain powers within defined limits.

**MEETINGS OF
THE COMMITTEE**

- 23 The committee shall meet as necessary during the season to examine the accounts and arrange the affairs of the club; notices of meetings shall be sent to each committee member. A quorum shall consist of five members. The Chairman, if necessary, shall have an additional casting vote. Minutes shall be taken of all proceedings of the committee and shall be open to the inspection of any member of the club applying to the Hon Secretary therefore.

**CLUB FUNDS
BANK ACCOUNT**

- 24 A bank account shall be maintained in the name of the club at a bank to be decided upon by the committee from time to time. All cheques and orders withdrawing monies from the account shall be signed by two of those of the committee in whom club property is vested, as set out in Rule 6, one of whom must be the Hon. Treasurer.

- ANNUAL GENERAL MEETING** 25 The Annual General Meeting of the club shall be held on the fourth Sunday in January of each year (or on such other date as may be deemed necessary) at a time and place to be decided upon by the committee to transact the following business.
- i) To receive and approve the minutes of the previous A.G.M.
 - ii) To receive from the committee a report, balance sheet and statement of accounts for the preceding financial year and an estimate of the receipts and expenditure for the current financial year.
 - iii) To receive the reports of retiring officers.
 - iv) To elect the officers and ordinary members of the committee for the ensuing year.
 - v) To appoint two auditors for the ensuing year.
 - vi) To elect such representatives to other committees as may be required from time to time.
 - vii) To decide the membership fees for the ensuing year.
 - viii) To decide on any resolution which may be duly submitted to the meeting as hereinafter provided. NOT LESS THAN 21 DAYS CLEAR NOTICE OF SUCH A MEETING SHALL BE SENT TO EACH MEMBER.
- RESOLUTIONS** 26 Any member desirous of moving any resolution at the annual meeting shall give notice thereof in writing to the Honorary Secretary not less than TWO WEEKS before the date of such meeting.
- EXTRAORDINARY GENERAL MEETING** 27 Extraordinary General Meetings may be called at any time by the club committee, or at the request of six or more members. Not less than 21 days notice of such meeting shall be sent to all club members, together with any proposition/resolution to move.
- QUORUM** 28 At all General Meetings 20 members or 50% of the membership in person, whichever is the least, shall form a quorum. Each shooting member and Honorary Life Member shall be entitled to one vote on any such matter. Proxy voting shall be allowed provided that the Honorary Secretary is given seven days notice of such in writing. No member may act as a proxy for more than one other member. Each non-shooting member shall be entitled to one vote on any matter with the exception of matters concerning shooting and amendments to the Constitution and Dissolution. The Chairman shall, if required, be entitled to record an additional casting vote. Not less than 21 days clear notice of a General Meeting shall be sent to each member, by letter, to that members address in the club register.

**ALTERATION OF
CONSTITUTION OF
CLUB OR THE
CLUB RULES**

29 The Constitution of the club shall not be altered or amended, no rule of the club shall be repealed or altered and no new rule shall be made, save by four fifths majority of the members present at an Annual General Meeting or at an Extraordinary General Meeting of the club. Members proposing to alter or amend the constitution or to propose any new rule or alteration shall give at least one calendar months notice of their intention to make such proposals to the Honorary Secretary who shall send notice of the same to every member of the club at that members address in the club register, at least 21 days before that general meeting.

**DISSOLUTION OF
THE CLUB**

30 If at any General Meeting a resolution for the dissolution of the club shall be passed by a four fifths majority of the members present, and such resolution shall, at an Extraordinary General Meeting held not less than one month thereafter at which not less than half of the members be present, be confirmed by a resolution passed by a majority of four fifths of the members voting thereon, the committee shall at once note the resolution as a Special Minute. The Chairman shall then invite any members of the meeting, opposed to the dissolution, to make objections known, if in the interests of the club, and that, too, shall be specifically minuted. If the member so requests such objection to dissolution and the Special minute, will, within one calendar month thereafter, be laid before an independent committee of three persons who are not members of the club, but who are members of the Staines and Laleham Sports Association Ltd., or such other independent body associated with the sport of Archery as shall to the committee seem proper. Such independent committee shall be invited to act as arbitrators in the matter and asked to report their decision back to the committee within a specified time. In the meantime nothing shall be done by the committee of the club to implement the member's resolution to dissolve the club.

**DECISION OF THE
ARBITRATORS**

31 Upon receipt of the report from the independent arbitrators committee, a further Extraordinary General Meeting shall be called at which not less than one half of the members shall be present. The decision of the arbitration committee should then be read out to members and if further resolution is passed by at least four-fifths of the members in favour of dissolution, shall be specified in such a resolution, proceed to realise the property of the club and after the discharge of all liabilities, shall divide the same equally among all full members and upon completion of such division the club shall be dissolved.

DATED:

27th August 1993.