

Lintman Archery Club



Club Constitution

1 Name and General Provisions

The Club will be called Lintman Archery Club and will be affiliated to:

- Archery GB (the trading name of the Grand National Archery Society)
- The Southern Counties Archery Society
- The County of Surrey Archery Association
- The National Smallbore Rifle Association

The Club colours shall be Black and Yellow.

The address of the Club shall be that of the Secretary at the time.

The Club is a not-for-profit organisation.

2 Aims and objectives

The aims and objectives of the Club will be:

- to promote and encourage participation in archery
- to promote the Club within the local community and archery generally
- to manage the club facilities at the Lintman Field, Bagshot Road, Nr Ascot
- to ensure a duty of care to all members of the Club
- to provide all its services in a way that is fair to everyone
- to ensure that all present and future members receive fair and equal treatment

3 Membership

Membership should consist of officers and members of the Club.

All members (including officers) will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations together with codes of conduct, rules and policies that the Club adopts.

Members will be enrolled in one of the following categories:

- Senior member¹
- Junior member (8-18yrs)
- Associate Supervisor²
- Associate member (shooting)³
- Associate member (non-shooting)

4 Membership fees

Membership fees will be set annually and agreed by the Management Committee.

¹ A reduced fee scale will apply for Senior members aged 18-24 and for Senior members with a disability

² Includes Archery GB membership

³ Associate members (shooting) must be a current member of Archery GB, either directly or via another Club

Fees are due 1st October each year must be paid by that date or membership will terminate.

A reduced membership fee (50%) will apply for:-

- New members joining on or after 1st April in any membership year
- Past members (after an absence of 18 months or more) re-joining on or after 1st April in any membership year.

Membership fees are to be paid to the Club Secretary or Treasurer.

5 Officers of the Club

The officers will be:

- Chair
- Secretary
- Treasurer
- Records Officer
- Coaching Officer

Officers will be elected annually at the Annual General Meeting.

All officers will retire each year but will be eligible for re-appointment.

6 Committee

The Club will be managed through the Management Committee consisting of:

- Chair
- Secretary
- Treasurer
- Records Officer
- Coaching Officer
- Up to 4 other club members

The Management Committee will be convened by the Secretary of the Club and held no less than four times per year.

The quorum required for business to be agreed at Management Committee meetings will be: 4 Management Committee members.

Only members of the Management Committee may vote on Club business and if a vote is tied the Chair has the casting vote.

The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.

The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.

The Management Committee may co-opt members to fill vacant positions on the Management Committee

The Management Committee will be responsible for disciplinary hearings of members who infringe the Club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

7 Finance

All Club monies will be banked in an account held in the name of the Club. The Club Treasurer will be responsible for the finances of the Club. The financial year of the Club will end on: 31st August.

The Management Committee will appoint a reviewer for the Club accounts. The reviewer must be independent of the Club Treasurer. The reviewer may be a member of the Club or a qualified independent auditor.

An statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

8 Annual General Meetings

Notice of the Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 14 clear days' notice to be given to all members via a notice published on the Club Notice Board and Website. The AGM will be held in October each year.

The AGM will receive a report from officers of the Management Committee and a statement of the accounts.

Nominations for officers and members of the Management Committee must be supported by two other Club members.

Elections of officers and members of the Management Committee are to take place at the AGM.

All senior members have the right to vote at the AGM. Voting to be by show of hands. In the case of a tie the outgoing Chair has the casting vote.

The quorum for AGMs will be 20% of the senior membership or 20 senior members whichever is lower. If the meeting is not quorate it will be reconvened on a new date within 28 days (after not less than 14 clear days' notice is given to all members via a notice published on the Club Notice Board and Website) and automatically deemed quorate.

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

9 Discipline and appeals

All complaints and disciplinary matters should follow the AGB Disciplinary Policy and Procedures. Details of the policy are available on the AGB website. Complaints regarding the behaviour of Club members, Club events or activities should be submitted in writing to the Club Secretary.

The Management Committee will meet to hear complaints within twenty one days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within five days of the hearing.

There will be the right of appeal to the Club Secretary following disciplinary action being announced. In the event of an appeal against the decision of the Committee, the President of the County of Surrey Archery Association shall be requested to appoint an Appeal Panel of three independent individuals. No member of the Club Committee may sit on this panel.

10 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 become the property of Archery GB.

11 Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

12 Declaration

Lintman Archery Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

SIGNED:

Name: Michael Roper

DATE:

Club Chairman

SIGNED:

Name: Adrian Murnaghan

DATE:

Secretary