

SWAY BOWMEN

CONSTITUTION

GENERAL PROVISIONS

1. The Club shall be called SWAY BOWMEN hereinafter referred to as the Club.
2. **OBJECTS OF THE CLUB:** The objects of the Club shall be the promotion and encouragement of Archery in all its forms, other than Bow Hunting, Crossbows.
3. **FUNDS AND ASSETS:** The funds and property of the Club shall be vested in the Chairman, Secretary and Treasurer for the time being, and the Lease of the field vested in Trustees. All moneys and sums received on behalf of the Club shall remain the property of the Club and there will be no distribution of such funds amongst members.
4. **SHOOTING REGULATIONS:** The Shooting Regulations as prescribed in the GNAS Rules of Shooting shall be accepted as governing the relevant branches of the Sport of Archery Practiced by the Club and its members. Nothing will be included in this Constitution which conflicts with that of the GNAS.
5. **POSTAL ADDRESS:** The postal address of the Club shall be that of the Secretary.
6. **AMENDMENTS TO THE CONSTITUTION:** The Constitution of the Club shall not be altered or amended except at the Annual General Meeting or at an Extraordinary General Meeting of the Club. Members wishing to move a proposition designed to alter or amend the Constitution shall submit such proposition to the Secretary twenty-eight days before the General Meeting at which such proposition is to be considered. Notice of such proposition which it is intended to move shall be sent to all members entitled to receive notice of such Meeting.

MEMBERSHIP

7. There shall be the following Classes of members:

- Senior Members - 18 years of age and upwards.
- Junior Members - 8 up to 18 years of age.
- Honorary Members
- Life Members - subject to the agreement of the committee.
- Associate Members - non shooting with no voting rights unless by invitation.

8. **SENIOR MEMBERS:** Any person interested in Archery, having attained the age of 18 shall be eligible for admittance as a Senior Member.

9. **JUNIOR MEMBERS:** Young people joining the club as beginners must be a minimum age of 11 years. Children of shooting members aged between 8 and 11 years may also join the club and attend the beginners course providing they are accompanied by a parent/guardian or responsible adult designated by the parent/guardian at all times. When shooting, all Junior members must be supervised by a minimum of two adults, one of whom must be a member of GNAS (except parent/legal guardian - child relationship, where GNAS Rules of Shooting apply). Parents/Guardians of juniors are required to complete the Agreement form supplied by the club.

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Junior shooting will be in accordance with the GNAS 'Guidelines For Juniors' and the GNAS 'Child Protection Policy'.

10. HONARY (LIFE) MEMBERS: Any person whom the Club may wish to honor for distinguished service to the Club may be elected at a General Meeting of the Club as an Honorary Member for Life or for a Specified period of time.

12. ASSOCIATE MEMBERS: Any person over the age of 18 who does not wish to become a shooting member but has an interest in the aims and activities of the Club, shall be eligible for Associate Membership. Archers affiliated to the GNAS as ordinary members or affiliated through other clubs may be eligible for Associate Membership at the committees discretion.

13. NEW MEMBERS: must be proposed by at least one existing Committee Member and approved by the Committee.

13. All members shall accept the jurisdiction of the Club and shall conform to such conditions, shooting rules and regulations as may be determined from time to time.

14. The Committee shall have the power to suspend/expel from the Club any member who is found guilty of misconduct or any breach of the Club and GNAS rules.

SUBSCRIPTIONS

15. All members as defined in Clause 7 other than Honorary Members shall pay an annual subscription to the Club at rates to be proposed by the Committee and agreed by members at the Annual General Meeting.

16. All subscriptions shall become due on 1st April each year. Payments received after the 30th April will incur a surcharge of 25%.

17. A member who has not paid his subscription by 30th May shall be said to have resigned from the Club unless the committee considers there are extenuating circumstances.

18. Affiliation fees to the National, Regional and County organisations shall be in addition to Club subscriptions. They shall be notified to members once they have been determined by the respective bodies. Affiliation fees shall be paid by the New Members immediately on joining the club. Existing Members and Members who have previously affiliated through another club, shall make payment to the club as soon as possible and, in any event, not later than 1st September. Members who have not paid affiliation fees by that date shall immediately be denied the shooting facilities of the Club. NOTE: Juniors do not have to pay affiliation fees.

19. On renewal of subscriptions each year, all members will sign a form agreeing to be bound by the Constitution and the Club and GNAS Ground Rules.

20. All Senior Members (other than Honorary and Associate Members) will indemnify the Trustees for the time being of the Lease of the Club field against any liability arising against the Trustees under the terms of the Lease (to the extent that such liability is not satisfied by existing Club assets), each such Member to make an equal contribution so far as possible.

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MANAGEMENT

21. The management of the Club's affairs shall be entrusted to the Club Committee.

22. Club Committee shall consist of:

- President
- Chairman
- Secretary
- Fixtures Secretary
- Treasurer
- Field Officer
- Equipment Officer
- Junior Secretary
- Press Officer
- Social Secretary
- Records Officer
- Tournament Organiser
- Child Protection Officer
- 2 (minimum) Senior Shooting Members
- 2 (minimum) Junior Shooting Members

23. A Chairman, Secretary and a Treasurer shall be appointed by members in General Meeting who shall determine the terms of their appointments from time to time.

24. At meetings of the Club Committee, the Chairman, if it is necessary, is entitled to an additional deciding vote.

25. The Club Committee may appoint sub-Committees and may delegate to such Committees powers within defined limits.

ELECTION OF OFFICERS

26. The Officers of the Club shall be elected by and at the Annual General Meeting. Nominations shall be forwarded by the proposer and seconder, signed by the nominee to the Honorary Secretary, in writing, no later than 28 days before the date of the AGM. No nominations shall be considered after that date nor will nominations be accepted from the floor, except where there have been no nominations for a particular position.

27. The Shooting Members of the Committee shall be elected by and at the AGM. Nominations may be in writing, or will be accepted from the floor, providing the nominee is present and signifies his consent.

MEETINGS OF THE COMMITTEE

28. General meetings shall be held on the first Monday of each month

29. The Annual General Meeting shall be held on or before the end of March at a place to be determined by the Club Committee. Not less than 28 days notice of such meeting shall be posted in the Clubhouse.

30. Notice of any propositions which it is intended to move at the AGM shall be submitted to the committee one month prior to the date of the meeting and must be

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signed by the proposer and seconder. The propositions shall be displayed on the notice board in the clubhouse.

31. The purpose of the AGM shall be inter alia:

- a). To receive the reports of the Chairman, the Honorary Secretary and Specialist Members as necessary.
- b). To receive the Honorary Treasurers report.
- c). To elect the Officers and Committee Members of the Club for the ensuing twelve months.
- d). To consider resolutions proposed under rule 30.

32. The Committee may, or at the request of any seven or more Club Members shall, call an Extraordinary General Meeting of Members of the Club. The demand and reason for such an Extraordinary General Meeting shall be deposited with the Honorary Secretary in writing. Not less than 14 days clear notice of such a meeting will be given to Club Members together with the propositions it is intended to move.

FINANCE

33. The Club shall cause to be prepared and shall present at the Annual General Meeting a Balance Sheet showing the financial position of the Club on 1st March of the preceding year together with an Income and Expenditure Account for the twelve months ending on that day.

34. A copy of the Balance Sheet shall be supplied to all members attending the Annual General Meeting.

35. A Bank Account and or investment Account as may be determined shall be maintained in the name of the Club. All cheques and orders withdrawing monies from the Account shall be signed by any one of the Club Chairman, Secretary or Treasurer

VOTING AND QUORUM

36. At all General Meetings:

- (a) 4 members shall form a quorum, one of which should be an officer.
- (b) Each Senior and Junior Club member Shall be entitled to vote.

37. At all meetings, voting shall be on a show of hands or by ballot and resolutions decided by a simple majority, unless otherwise stated. The Chairman shall have a casting vote which he may decline to use at his discretion.

38. In the case of emergency the Chairman, the Secretary the Treasurer and two officers of the committee as may from time to time be nominated by the committee, shall together have full Powers to act.

Adopted: 1986

Amended: March 1998

Amended: March 2004