

CHESHIRE ARCHERY ASSOCIATION CONSTITUTION & RULES

This Constitution shall in no way contravene the Constitution of the Grand National Archery Society or its Regional body. All shooting organised by the Cheshire Archery Association or any of its members as defined in Clause 4, must conform with the Rules of Shooting laid down by the Grand National Archery Society.

Note:

- *The Grand National Archery Society is also known as Archery GB and is abbreviated in this document as GNAS/AGB.*
- *The Regional Body is the Northern Counties Archery Society and is abbreviated in this document as NCAS.*

Clause 1. NAME.

The Association shall be called THE CHESHIRE ARCHERY ASSOCIATION – hereinafter referred to as THE ASSOCIATION.

Clause 2. ADDRESS.

The postal address of The Association shall be that of the Honorary Secretary for the time being or such other address as may be decided by the Committee from time to time.

Clause 3. OBJECTS.

The objects of The Association shall be the promotion and encouragement of archery (excluding bow hunting), in particular in the County of Cheshire as recognised by GNAS/AGB.

Cheshire Archery Association (CAA) is a Not for Profit organisation.

Clause 4. MEMBERSHIP.

There shall be four classes of membership:

1. Honorary Life Members.
2. Ordinary Senior Members of Associated Clubs (18 and over).
3. Ordinary Junior Members of Associated Clubs (under 18).
4. Associate Members.

Honorary Life Members.

If The Association wishes to honour any of its members for distinguished service in the cause of archery, it may elect such a person as an Honorary Life Member at the Annual General Meeting. Nominations for such an election shall in the first place be made to The Association's Committee.

Associated Clubs.

Any archery club or similar organisation (eg. School or University club), properly constituted and within The Association's area shall be eligible for affiliation as an Associated Club. The style or title of any newly formed club shall be approved by the Committee of The Association before it is adopted by the new club concerned. A member of an Associated Club shall by reason of such membership become a

Member / Junior Member for as long as the club shall remain affiliated to The Association.

Associate Members.

An Associate Member shall be defined as an archer who is a Direct Member of GNAS/AGB and who pays their CAA and NCAS subscriptions directly to The Association.

Clause 5. SUBSCRIPTIONS.

Subscriptions payable by any class of membership, except Honorary Life members, shall be determined each year at the Annual General Meeting. All annual subscriptions to The Association, NCAS & GNAS/AGB shall be paid in the manner laid down by the GNAS/AGB.

A year is to be defined as the calendar year from 1st October of one year to the 30th September of the following year.

FEE PAYMENT (Members - Re-affiliation) All subscriptions shall become due on the first of October and shall be received by The Association's Honorary Treasurer by the thirtieth of October in each year.

FEE PAYMENT (New Members - First payment) Regardless of when in the year a new member joins The Association, the full County subscription shall be payable and shall be received by The Association's Honorary Treasurer as soon as practicable.

Clause 6. JURISDICTION, CONDUCT and DISCIPLINE.

All members shall accept the jurisdiction of The Association and of the GNAS/AGB and shall conform to their Codes of Conduct, Policies, Procedures, Rules of Shooting and other regulations as may be determined from time to time.

The Association has a Disciplinary Procedure (separate document) which will be invoked in the event of an allegation of misconduct by a member.

Clause 7. MANAGEMENT.

The management of The Association's affairs shall be entrusted to a Committee which shall consist of the following Officers:

1. Chairman.
2. Vice-Chairman.
3. Honorary Secretary.
4. Honorary Treasurer.
(The above Officers must be four separate persons but they may also hold other offices.)
5. The Association's Representatives to the Regional Society.
(*Number is defined by NCAS and is dependent on the number of clubs within each county.*)
6. Coaching Organiser.
7. Records Officer.
8. Tournament Organiser(s)

9. Field Archery Representative.
10. Judges Representative.
11. Safeguarding Officer.
12. Clout Archery Representative.
13. Webmaster.
14. One representative from each Associated Club.

Only the above persons shall be entitled to vote at the Committee meetings and each member of the Committee present shall have one vote.

Except as provided, a member of the Committee may hold more than one office at a time if duly elected to do so at the Annual General Meeting of The Association. All Officers of the Committee shall hold office until the following Annual General Meeting, all serving Officers shall be eligible for re-election without further nomination.

The Committee shall have the power to fill any vacancy on the Committee by co-option that arises between consecutive General Meetings due to the resignation or otherwise of a member of the Committee.

The Committee may appoint a Sub-Committee or Sub-Committees and delegate to such a Sub-Committee or Sub-Committees executive powers within defined limits.

In case of emergency the Chairman, Vice-Chairman, Secretary and Treasurer collectively shall have full powers to act.

Clause 8. MEETINGS.

8.1. COMMITTEE MEETINGS

The Committee shall be convened by the Secretary as deemed necessary but not less than twice per year, eight members forming a quorum.

8.2. ALL MEETINGS

If the Chairman is absent the Vice-Chairman will chair the meeting. If both the Chairman and Vice-Chairman are absent, the members of the Committee present at the meeting will elect a chairman from amongst themselves to chair that meeting only.

8.3. ANNUAL GENERAL MEETINGS

The Annual General Meeting (AGM) shall be held as near as possible to February 28th each year to transact the following business:

- 8.3.1. to receive and, if approved, to adopt a statement of accounts to the end of the preceding year.
- 8.3.2. to determine subscription fees.
- 8.3.3. to receive annual reports from Officers of the Committee.
- 8.3.4. to consider and, if approved, sanction any duly made alteration to the Constitution.
- 8.3.5. to appoint the Officers of the Committee.
- 8.3.6. to appoint the Auditor(s).

- 8.3.7. to deal with any special matter which the Committee desires to bring before the members
- 8.3.8. to receive suggestions from the members for consideration by the Committee.

The Secretary will give notice of the AGM to all members no later than six weeks before the AGM and such notice will include:

- A copy of the minutes of the previous AGM
- Requests for nominations of Committee Officers
- Requests for items to be included in the formal business of the AGM

Nominations for Committee offices, duly proposed and seconded, must be presented to the Secretary not less than 28 days before the AGM. In the event that there is no nomination for an office, the Committee will decide what action to take. Where there is only one nomination for an office, the nominee will hold the office without any vote being taken.

Items for consideration at a General Meeting must be received by the Secretary not less than twenty eight days before the General Meeting.

Not less than fourteen days notice of any General Meeting shall be given in writing in the form of an Agenda to each member indicating the purpose of the meeting and any proposals intended to be moved.

All notices shall be deemed to be properly served if sent to Associated Club Secretaries for notification to their members.

At any General Meeting the following members shall be entitled to vote: Honorary Life Members, Ordinary Senior Members and Associate Senior Members. There shall be no voting by proxy. No person may vote in more than one capacity and the Chairman shall have a casting vote in the event of a tie. Twenty five members shall form a quorum.

EXTRAORDINARY GENERAL MEETINGS

Extraordinary General Meetings (EGMs) may be called:

- a. For any purpose by the Committee, or
- b. By the Secretary on receipt of a written proposal for action by The Association which is supported in writing by no fewer that 15 Senior Members. Such meeting will be convened as soon as practicable but not less that 28 days after the proposal was submitted to the Secretary.

Discussion at EGMs shall be limited to the items on the Agenda paper.

Clause 9. FINANCE.

The Committee shall cause to be prepared and shall present at the Annual General Meeting a financial statement, duly audited, showing the financial position of The Association on the 31st December of the preceding year.

Clause 10. TOURNAMENTS.

The Association shall endeavour to hold, once in each year, a Target Championship Tournament and a Junior Target Championship Tournament and such other shoots as they deem desirable.

The Target Championship Tournament shall consist of a York round for gentlemen and a Hereford round for ladies. Any archer is eligible to enter but can only gain an award if shooting the round appropriate to their gender.

Only Members of The Association as defined in Clause 4 shall be eligible to compete for The Association Championship trophies and prizes.

Clause 11. ELIGIBILITY TO PARTICIPATE IN ARCHERY TOURNAMENTS.

No archer, unless a Member or Associate Member of the Grand National Archery Society/Archery GB or World Archery, may compete in any archery tournament promoted under the jurisdiction of The Association.

Clause 12. AMENDMENTS.

The Constitution and Rules of The Association shall not be altered or amended except at the Annual General Meeting or at an Extraordinary General Meeting.

Clause 13. DISSOLUTION.

Should The Association be dissolved or cease to exist for any reason whatsoever, all funds, trophies and other properties shall be handed over to the Grand National Archery Society/Archery GB for them to deal with as may be necessary.

Clause 14. DISCRETIONARY POWERS.

Discretionary power is given to the Committee to decide any circumstances not covered by these rules.