



CONSTITUTION

1. ASSOCIATION NAME AND ADDRESS

1.1 The Association shall be entitled the “Herefordshire Archery Association” (hereinafter referred to as “the Association”).

1.2 The authority of the Association shall be within the geographical boundary of the County of Herefordshire.

1.3 The address shall be that of the Secretary, or if that post is vacant, that of the Chairman.

2. OBJECTIVES

2.1 The objectives of the Association shall be to promote, develop and encourage the sport of Archery in various forms (other than Bow Hunting or use of Crossbows) throughout the County of Herefordshire.

2.2 To represent Herefordshire Archery Clubs within the Regional and National organisations.

2.3 To hold an annual County Championship for members, to encourage the participation of members in Regional Inter-County, and other competitions and periodically arrange / host such regional inter-county matches.

3. MEMBERSHIP

3.1 Membership shall be open to clubs and individuals as follows:

a) County Clubs who are properly constituted* and pay their members' fees to Archery GB (hereinafter “AGB”), West Midlands Archery Society (hereinafter WMAS) and the Association.

b) Representative Members are those archers who are fully paid-up members of their Associated Clubs

c) Individual Members are those who pay their subscriptions direct to AGB whether adult or junior and wish to affiliate to the Association without going through an associated Club.

* the Association shall hold a copy of the Constitution and Rules of that club.

3.2 It is essential that all clubs and members adhere fully with the current **AGB Rules of Shooting, Codes of Conduct** and **Safeguarding** policies.

3.3 If, in the opinion of the Executive Committee, any Member or Club shall have been guilty of conduct which makes it undesirable that the Individual or Club remains a member of the Association, the Executive Committee, may, after affording such Member or Club the opportunity of a hearing, expel that Member or Club from membership, without being called upon to state a reason to any but the Member or Club concerned. The decision of the Executive Committee shall be final.



4. FINANCE AND ASSETS

4.1 The financial year shall run from the beginning of October to the end of September.

4.2 The accounts shall be presented at the AGM having been audited by a person independent of the Associations committee.

4.3 The annual subscription payable by members of the Association shall be determined at the annual general meeting (AGM) and shall become payable on the first day of October following the AGM. For the purpose of these rules, any person or club whose subscription is not paid by 1st October shall be deemed not to be a member of the Association until the arrears are paid.

4.4 The income of the Association, howsoever derived, shall be applied solely towards the promotion of the objectives of the Association.

4.5 All expenditure must be approved by the Executive Committee.

4.6 The funds of the Association shall be deposited with a bank and may be withdrawn by means of cheques or bank transfer authorised by any two of the following:

Chairman, Secretary, Treasurer

4.7 An entry fee will be charged to each archer for participation in County Competitions. Such entry fees so collected will be deposited to the bank account of the Association and a proportion of the total sum (currently 1/3rd) subsequently forwarded by means of bank transfer by the Associations Treasurer to the club hosting the competition.

4.8 The Association is a non-profit making organisation. All property of the Association shall be vested in the Executive Committee. In the event of the dissolution of the Association any funds remaining after the payment of all liabilities shall be divided amongst Member Club(s) in proportion to the affiliation fees paid in the year of dissolution. Trophies and other material assets shall be disposed of according to the wishes of Member Clubs at the time of dissolution.



5. OFFICERS AND MANAGEMENT OF THE ASSOCIATION

5.1 The Executive Committee (aka Executive Officers) of the Association shall comprise the: -

- County Chairman
- County Secretary
- County Treasurer
- County Shoots Organiser
- County Records Officer
- County Team Manager
- County Safeguarding Officer
- County Coaching Organiser
- Club Representatives
- Regional Representative

5.2 With the exception of the ex-officio Coaching Organiser, these Officers shall be elected at the AGM. The Secretary shall receive nominations for these posts in writing at least seven days before the date of the AGM and each nomination shall contain a statement that the person proposed would be willing to accept office if elected. All retiring Officers shall be eligible for re-election. Posts may be held for a maximum of 4 years unless there is a valid reason to extend. Election for the posts of Chairman, Secretary and Treasurer shall, where possible, be stepped so that at any AGM, the incumbent officer of at least one of these positions remains in his or her post.

5.3 Should any Office become vacant during the year, for any reason, the remaining members of the Executive Committee may fill the vacancy from a recommendation.

5.4 A voting representative from each affiliated Club together with the Executive Officers, shall govern the affairs of the Association. The roles of Executive Officers of the Association and/or Club Representative may be combined in any one person, but each person may only cast one vote. At Executive Committee meetings the Chairman shall have a casting vote. The roles of Chairman, Secretary and Treasurer should be kept separate if at all possible.

5.5 The Executive Committee Meetings to be a minimum of three per year, including the A.G.M.

5.6 The Executive Committee shall have the power to co-opt and to appoint Sub-Committees with specified and limited powers, and to dissolve such Sub-Committees at the completion of their function.

5.7 A quorum requires at least 4 members. This must include 2 Officers, one being either Chairman or Secretary, and also providing that at least 2 clubs are represented. One of the officers will have the power, in an emergency, to make decisions subject to consultation with other committee members at the earliest possible opportunity.



6. GENERAL MEETINGS

6.1 The Annual General Meeting shall be held during the fourth quarter each year and as soon as practicable after the end of the financial year (30th September). Any current member may, and should be encouraged to, attend the AGM.

6.2 An Extraordinary General Meeting may be called by the committee or at the request of not less than two member Clubs addressed to the Secretary of the Association with copies circulated to remaining member Clubs, stating the reason for desiring the meeting to be called and the meeting shall be held within one month of the receipt of the request by the Secretary.

6.3 At any General Meeting a quorum shall consist of, at least 2 Officers of the Association, one being Chairman or Secretary, plus at least 2 representatives from 2 separate affiliated clubs

6.4 For any General Meeting, voting shall be by a show of hands of all Officers and members present and the Chairman shall have the casting vote in the event of a tie.

7. ANNUAL CHAMPIONSHIPS

7.1 The Association shall hold once in each year a Target Championship Meeting and any other meetings it requires.

8. AMENDMENTS TO THE CONSTITUTION

8.1 The Constitution and Rules may only be amended at a General Meeting. The resolution embodying any proposed alteration shall be carried by a majority of at least two-thirds of the votes cast at that meeting.

Constitution adopted date:

Chairman:
Mark Beaumont

Secretary:
Tim Wynn

Treasurer:
Peter Bennett