

# Wells City Archers Constitution

## 1 Name

The name of the Club is Wells City Archers (hereinafter called **the Club**) and will be affiliated to Archery GB.

## 2 Aims and objectives

The aims and objectives of the Club are:

- to offer coaching and participation opportunities in Archery
- to promote the Club within the local community and Archery
- to manage the Club facilities
- 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 will be subject to the regulations of the constitution and by joining the Club will be deemed to accept these regulations, plus the codes of conduct and policies, as determined by Archery GB.

In addition to the above, members will be deemed to accept the Club governance & Club rules, these can be amended by the Club Committee as required. Changes will be notified to members.

Members will be enrolled in one of the following Archery GB categories:

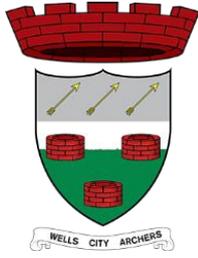
- Senior member
- Senior member aged 18-24
- Disabled member
- Junior member under 18

In addition, the Club recognises the following membership categories:

- Senior member over Government retirement age
- Junior member child of Senior member
- Non-shooting member

## 4 Membership fees

Membership fees will be set annually and agreed by the Club Committee.  
Fees will be paid annually.



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## 5 Officers and committee members

Chairman, Secretary and Treasurer shall be the Executive Committee.

The Club Committee will include the Executive Committee and the Safeguarding Officer and such others as the club shall decide..

Officers and committee members will be elected at the Annual General Meeting. All officers and committee members will retire each year but will be eligible for re-appointment. The term of office for the President is three years, the retiring President is eligible for re-appointment.

## 6 Committee

The Club will be managed through the Club Committee consisting of the officers of the Club, refer to section 5. Only these officers will have the right to vote at meetings of the Club Committee.

The Club Committee will be convened by the Secretary of the Club and held no less than 4 meetings per year.

The quorum required for business is 5 officers, as described in section 5 above.

The Club Committee will be responsible for adopting new policy, codes of conduct as laid down by Archery GB and setting governance and rules that affect the organisation of the Club.

The Club Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Club Committee as necessary to fulfil its business. Any vacancy in the Club Committee may be filled by the Club Committee from those eligible, however any person so appointed shall retire at the end of the next Annual General Meeting.

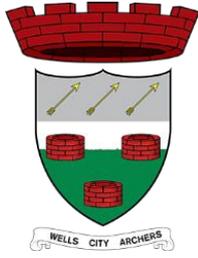
The Club Committee will be responsible for disciplinary hearings of members who infringe the constitution, codes of conduct, policies, governance and rules. The Club Committee will be responsible for taking any action of suspension or discipline following such hearings.

## 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 the 30<sup>th</sup> of September.

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



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Any payments drawn against Club funds will require the authorisation of the Treasurer and a second Officer of the Club Committee.

## 8 Annual General Meetings

Notice of the Annual General Meeting (AGM) will be given by the Secretary. Not less than 21 clear days' notice to be given to all members.

The AGM will receive a report from the Chairman, Secretary and Treasurer and a statement of the audited accounts.

All members have the right to vote at the AGM.

All eligible members are entitled to make nominations for candidates to fill the positions on the Club Committee. Nominations should be lodged with the Secretary no less than 14 before the date of the General Meeting. Nominations will be taken on the day of the General Meeting only in the event that no nomination for a vacant position has been lodged.

Elections of officers are to take place at the AGM.

The quorum for AGMs will be 20% of the eligible membership.

The Club 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 disciplinary, child protection and poor practice concerns should follow the Archery GB Safeguarding policies and guides available on the Archery GB website.

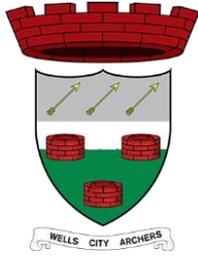
All concerns, allegations or reports of poor practice or abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the Archery GB Policy for Safeguarding and Protecting Children and Young People. The Welfare Officer is the lead contact for all Club members in the event of any child protection concerns.

All complaints regarding the behaviour of members should be submitted in writing to the Club Chairman.

The Club Committee will follow Archery GB Lower-Level Concerns Policy and Procedures.

## 10 Dissolution

A resolution to dissolve the Club can only be passed at an AGM or EGM through a majority vote of the eligible membership.



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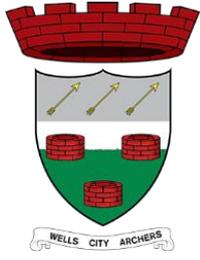
In the event of dissolution, any assets of the Association/Club that remain will become the property of Somerset County Archery Association.

## 11 Amendments to the constitution

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

<b>Responsible of review of the constiution</b>	<b>Approval of and subsequent changes to constiution</b>
Club Committee	Eligible membership

<b>Change history</b>			
<b>Version</b>	<b>Prepared / reviewed</b>	<b>Change</b>	<b>Date of Approval</b>
Draft 1	Treasurer	Adoption of Archery GB template. Changes for Club details	
Draft 2	President, Secretary and Treasurer	Changes for additional Club related details	
Draft 3	Club Committee	Reviewed 21 <sup>st</sup> May 2024	
Draft 4	Club EGM	Change to membership categories to bring in line with AGB. Voted for 3 July 2024	<i>3 July 2024</i>
Draft 5	Club Committee	Item 3 Removal of reference to Associate member. Item 5 change to committee structure description Item 9 complaints to be sent to Chairman to bring in line with AGB disiplinary guidelines	<i>17 September 2025</i>  <i>WCA EGM</i>



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