

SHROPSHIRE ARCHERY SOCIETY
C O N S T I T U T I O N

1. TITLE

The Society shall be called the 'Shropshire Archery Society'.

2. FUNDS

The funds and property of the Society shall be vested in the Chairman, Secretary and Treasurer for the time being.

3. OBJECTS

The object of the Society shall be to encourage and promote all aspects of archery within Shropshire.

4. AFFILIATIONS

The Society shall be affiliated to -

- (i) West Midlands Archery Society (W.M.A.S.)
- (ii) Grand National Archery Society (G.N.A.S.)

5. MEMBERSHIP

Members and junior associated members of the G.N.A.S. resident in Shropshire may become members of the Society on payment of the appropriate subscription, fixed at the Annual General Meeting.

Membership is also extended to the Schools Archery Association within the county and to clubs and individuals from outside the county at the discretion of the Council.

Only adult members aged 18 years and over are eligible to vote at a general meeting, i.e. annual or extraordinary.

All members must be affiliated to G.N.A.S.

6. COUNCIL

The Society shall be governed by a Council which may comprise of the following who shall serve in an honorary capacity:

President, Chairman, Vice-Chairman, Secretary, Treasurer, two Regional Representatives, Records Officer, Coaching Organiser, Tournament Liaison Officer, P.R.O., two delegates from each affiliated club and other officers as the Council may from time to time determine.

The President, Chairman, Secretary and Treasurer will be appointed annually at the Annual General Meeting of the Shropshire Archery Society.

No time limit on period of service.

A member may serve in more than one capacity.

If, during the year, a vacancy arises in an office within the Society, the vacancy may be filled by an existing officer following the election of that officer by the Council. The officers shall, in addition, have the power to co-opt a member to fill such a vacancy.

The Council shall meet at least bi-monthly during the year.

A quorum shall consist of representatives of three affiliated clubs and eligible to vote being present at the commencement of the meeting.

7. POWER TO ACT

In the case of emergency the Chairman, Secretary and Treasurer shall together confer and have full power to act and such matter must be fully reported to the next Council meeting of members.

8. VOTING

Each senior affiliated club shall have two votes, only representatives in attendance and aged 18 or over may vote at a Council meeting.

Each junior affiliated club shall be entitled to one vote. Representatives to be in attendance and aged 15 or over.

Voting shall be by (i) show of hands, or

(ii) by secret ballot should a majority of members so decide.

A vote to determine a secret ballot shall be by show of hands.

The Chair shall have a casting vote only. The Secretary and Treasurer are not entitled to a vote.

9. MAJORITY

A proposition shall be carried on the simple majority of the votes cast by those entitled to vote.

10. SALE OF PROPERTY

No sale of property owned by or held in trust for the Society shall be made without a 75% majority decision in favour by those attending a Council meeting and entitled to vote.

11. PURCHASES

Purchases must be made through the Council and Treasurer and must be for the use of the Society only. Property used other than by the Society is at the discretion of the Council.

12. ANNUAL GENERAL MEETING

The Annual General Meeting is to be held in March of each year, and shall only take place if the Chairman, Secretary and Treasurer or their nominee with reports are present. A 30 minute time limit only will be given if an officer is unavoidably delayed.

(i) If affiliations are not paid by the due date it will be assumed that members have resigned and will therefore not be eligible to shoot under G.N.A.S. rules.

(ii) Procedure for calling the Annual General Meeting and matters relating thereto:-

(a) The Honorary Secretary shall send:

A written notice of meeting, a copy of the minutes of the previous A.G.M. and nomination papers for the election of officers at least 28 days prior to the agreed date for the A.G.M. to secretaries of all affiliated clubs.

(b) Nomination papers for office shall be returned to the Secretary not less than 14 days prior to the A.G.M.

(c) Members wishing to nominate for an office shall gain the consent of the nominee prior to submitting a nomination.

(d) Only in the event of no nominations being received for a particular office (or offices) may nominations be made by members present who are entitled to vote at the A.G.M.

(e) The recommended order of business at the A.G.M. shall be -

1. Apologies.
2. Minutes of previous A.G.M.
3. Matters arising therefrom.
4. Chairman's Report and matters arising.
5. Secretary's Report and matters arising.
6. Treasurer's Report, presentation of accounts and matters arising.
7. Election of officers.
8. Appointment of Auditor.
9. Motions.
10. Any other urgent business (at the discretion of the Chair).
11. Date and venue of the next A.G.M.

The Chairman of the A.G.M. shall be the Honorary President of the Society who shall have a casting vote only.

A record of the attendance of members at Council meetings shall be published at the A.G.M.

13. EXTRAORDINARY GENERAL MEETING

An extraordinary general meeting may be called by the Hon. Secretary as follows:-

- (i) on the instruction of the Council;
- (ii) on the written request of four or more senior members.

14. FINANCES

The Shropshire Archery Society's financial year shall run from 1st February to 31st January each year.

- (i) All cheques should bear two signatures, one of which shall be the Treasurer and the other a Council member agreed by the Council.
- (ii) All affiliated members shall be required to pay such membership fees as the Annual General Meeting may decide upon, such fees are to be paid by 31st August each year for the following year.
- (iii) Where a fee payable to a body to which the Society is affiliated is increased that such increase must be implemented automatically as required by that body.
- (iv) For the furtherance of the objects of the Shropshire Archery Society, the Council may authorise expenditure out of the Society's funds.
- (v) In the interest of the Society monies due to the Society must be collected with the minimum of delay and accounts paid to creditors promptly.
- (vi) The Treasurer shall keep proper books of accounts and shall advise and report to the Council on all financial matters and shall present to the Annual General Meeting an audited statement of accounts.
- (vii) An Auditor shall be appointed annually at the Annual General Meeting.

15. AMENDMENTS

This constitution may only be altered or varied provided:-

Written notice of any such alteration, amendment or variation shall have been given to all secretaries of affiliated clubs in the Society not less than 28 days prior to the Annual General Meeting or an Extraordinary General Meeting required in accordance with the terms of this Constitution and carried by not less than two-thirds of the members of the Society in attendance and entitled to vote.

16. RULES OF DEBATE

(Chair shall mean Chairman or Chairwoman.)

- (i) Members present shall address the Chair when speaking.
- (ii) No member may speak more than once in any debate (except at the discretion of the Chair).
- (iii) Every motion must have a mover and seconder prior to debate.
- (iv) The Chair shall determine the length of debate, having regard to fair representation.
- (v) The mover shall have the right of reply, which will wind up the debate.
- (vi) The Chair may, if he wishes, sum up on any matter immediately prior to either a vote, or moving on to the next business.
- (vii) The Chair's ruling is final in matters relating to the good order and control of the meeting.
- (viii) A motion of no confidence in any officer will be referred to the next (or special) meeting of the Council and must be in writing and supported by no less than five signatures of members entitled to vote.

(In the event of a Chairman being so 'indicted' the Vice Chairman shall assume the Chair for the purpose of considering the No Confidence motion.)

17. DISCIPLINE

If, in the opinion of the Council, a member's conduct is such to have brought discredit to the Society, then that member may be suspended from holding office attending events organised on behalf of the County for a specified period, this to be decided by a majority vote of those members attending a meeting and entitled to vote. The member so disciplined must be informed in writing.

Any disciplined member has the right of appeal to the next Council meeting.

18. WINDING UP

The Shropshire Archery Society may be wound up at any time in a similar manner to altering, amending or varying the constitution and shall similarly require a two-third majority of the members of the Society in attendance and entitled to vote and in this event the assets of the Society shall, subject to the discharge of all liabilities, be passed to the West Midlands Archery Society, to be disposed of at their discretion.

Adopted 19.4.77.
Amended 8.4.81.
Amended 8.3.83.
Amended 15.3.89.