THE LONGBOW CLUB

Constitution

1. NAME
The Club will be called THE LONGBOW CLUB and will be affiliated to ARCHERY GB.

2. AIMS AND OBJECTIVES
The aims and objectives of the Club will be:

- to offer coaching and participation opportunities in ARCHERY
- to promote the Club within the local community and ARCHERY
- to manage the LONGBOW CLUB
- 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 and codes of conduct that the Club adopted. New members will be subject to a 3 month probationary period.

Members will be enrolled in one of the following categories:
- Full member
- Associate member
- Honourary member
- Junior member

4. MEMBERSHIP FEES
Membership fees will be set annually and agreed by the Executive/Club Executive Committee or determined at the Annual General Meeting. Fees will be paid annually by subscription on 1st April.

5. OFFICERS OF THE CLUB
The officers will be:
- Chair
- Secretary
- Treasurer
- Records Officer
- Jason Powell (Executive member)
- Cathy Howard (Executive member)
- Graham Higgs (Executive member)
- Michael O'Sullivan (Executive member)
- any other relevant position.

Officers will be elected annually at the Annual General Meeting. All officers will retire each year but will be eligible for re-appointment. If members are already on the committee of another club this must be declared before nominations.

6. COMMITTEE
The Club will be managed through the Club Executive Committee. Only these posts will have the right to vote at meetings of the Club Executive Committee.

The Club Executive Committee will be convened by the Secretary of the Association/Club and held no less than ONE MEETING per year.

The quorum required for business to be agreed at Club Executive Committee meetings will be: 3 [ACCORDING TO NUMBER OF OFFICERS IN POST].

The Club Executive Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.

The Club Executive Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Club Executive Committee as necessary to fulfil its business.

The Club Executive Committee will be responsible for disciplinary hearings of members who infringe the Association/Club rules/regulations/constitution. The Club Executive 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: April 1st.

An audited statement of annual accounts will be presented by the Treasurer at the Annual General Meeting. Any cheques drawn against Club funds should hold the signatures of the Treasurer plus up to two other officers.

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

The AGM will receive a report from officers of the Club Executive Committee and a statement of the audited accounts. Nominations for officers of the Club Executive Committee will be sent to the Secretary prior to the AGM.

Elections of officers are to take place at the AGM.

All members have the right to vote at the AGM.

The quorum for AGMs will be 25% OF THE MEMBERSHIP

The Club Executive 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 Case Club Executive Referral Panel guidelines which are available under Governance from the Archery GB website.

All concerns, allegations or reports of poor practice/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 Children, Young People and Vulnerable Adults. The Club Child Protection 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 Secretary. The Club Executive Committee will meet to hear complaints within 21 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership from the club only.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the hearing.

There will be the right of appeal to the Club Secretary following disciplinary action being announced. In the event of an appeal against the decision of the Committee, the Chairman of the County Committee shall be requested to appoint an Appeal Panel of three independent individuals. No member of the Club Committee may sit on this panel.

10. DISSOLUTION

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

In the event of dissolution, any assets of the Association/Club that remain will become the property of THE LONGBOW SHOP LTD.

11. AMENDMENTS TO THE CONSTITUTION

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

12. DECLARATION

THE LONGBOW CLUB hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.