Rules

1 Membership

1. Membership of the club shall be open to all persons interested in advancing the objectives of the club and who are willing to abide by these rules, subject only to practical size and safety limits dictated by the available facilities.
2. The club shall provide for the following categories of membership.

Senior Member - any person of 18 years or older who has been accepted as a member of the club and has paid to the club the prescribed Club, County, Regional, and National affiliation fees for the year.

Junior Member – any person of less than 18 years who has been accepted as a member of the club and has paid to the club the prescribed Club, County, Regional, and National affiliation fees for the year.

Affiliate – any non-shooting person who wishes to be associated with the club, having paid an agreed donation to the club.

Honorary Member – any person upon whom the club has conferred this tittle in recognition of services to the club or to archery in general.

2 Duties and privileges of members.

1. All members shall be entitled to ready access to the general communications of the club, to be present or represented at functions and events arranged by the club and to receive such support and assistance as the club is able to offer.
2. All members, including junior members, shall be entitled to vote at Club General Meetings.
3. Membership of the club will terminate if.
4. Written resignation is received
5. Membership fees remain unpaid two weeks after the due date.
6. The individual ceases to qualify under these rules.
7. Membership is terminated under Rule 3.

1. No member whose affiliation fees are in arrears shall be allowed to shoot or participate in any of the activities of the club, vote at a club meeting, hold office in the club or requisition a Special General Meeting.
2. When shooting either indoors or out, all members will follow strictly, for safety and other reasons, the rules of shooting laid down from time to time by GNAS and additional guidance arising out of arrangements for the use of our shooting facilities.
3. All members will use their best efforts to ensure the safety and security of the property and equipment of the club and will play an appropriate part in the maintenance of the property and equipment.
4. Each junior member of the club who is below the age of 16 must be accompanied by a parent or a properly appointed responsible guardian when shooting at the club.
5. Junior members of the club may shoot only if at least two adults are present, one of whom must be a competent senior archer, affiliated to GNAS.

3 Discipline.

1. The club committee may at any meeting, by a two thirds vote of those present and entitled to vote, reprimand, suspend or expel any member who has violated these rules or whose conduct is deemed detrimental to the best interests of the club.
2. Before any suspension or expulsion, the member shall be given at least 14 days’ notice in writing and shall be granted the opportunity to be heard by the committee.
3. The decision of the committee shall be communicated to the member in writing and the committee shall not be required to explain its actions to any but those concerned. The committee is however free, if so decides, to publish its decision in any medium, including the journals of national and international archery bodies.
4. The member shall be allowed 28 days from the date of communication of the decision of the committee in which to lodge an appeal against the decision, in writing, with the Secretary of the club. The committee shall not communicate its decision other than to the member, until that period has expired or an appeal has been lodged, whichever is the sooner.
5. 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.
6. The panel may hear such witnesses and consider such evidence as it shall think fit and its decision shall be binding both upon the appellant and the club.

4 Application for membership.

An application form containing all the data necessary to complete GNAS affiliation and membership records shall be completed either before a beginner undertakes the six introductory sessions or on application for membership. Payment of necessary fees shall be required at the time of application.

5 Dues.

1. All club dues shall be determined by the club committee from time to time and approved by the members in General Meeting.
2. All subscriptions and affiliation payments shall become due annually from the 1st of September.
3. The club committee may, in its absolute discretion, waive, cancel or reduce payment of club dues or other indebtedness of a member of the club for any period.

6 The Club Committee

The affairs of the club shall be supervised by the committee which shall have such powers, duties and responsibilities as are laid down in these rules and are not otherwise directed to be carried out by the members in General Meeting.

Members of the committee shall be as agreed by members at an Annual General Meeting.

7 Committee Meetings

1. No business shall be transacted unless a quorum is present. A quorum shall be three members.
2. If the Club Chairperson is not present within 15 minutes of the time set for the start of the meeting, those present shall appoint one of their number, usually the Vice Chairperson, to chair the meeting.
3. Questions arising at any meeting shall be decided by a simple majority of votes. In the case of equality of votes, the chairperson shall have a second or casting vote.
4. If the number of committee members is reduced to less than four, the committee may only meet for the purpose of filling vacancies in the committee or convening a General Meeting of the Club.
5. Minutes of committee meetings will be kept and, if approved at the next succeeding meeting shall be conclusive proof of the business and the decisions made.
6. The committee may at any time set up or dissolve standing or as hoc sub-committees to delegate to such sub-committees such powers and responsibilities as it thinks fit. All acts and proceedings of such committees must be minuted and reported to the club committee as soon as possible.

8 Elections.

1. All elections are subject to Rule 2.5
2. All members of the club committee shall be elected annually at the Annual General Meeting of the club. The retiring committee members shall be eligible for re-election.
3. The period of office of committee members shall commence at the termination of the General Meeting at which they are elected.
4. All members of the club are entitled to make nominations for candidates to fill the positions on the committee. Nominations must show the name of the proposer and must confirm that the candidate is willing to accept the nomination. A list of current members shall be posted with the notice of the Annual General Meeting
5. Any casual vacancy in the committee may be filled by the committee from among those eligible, but any person so appointed shall retire at the end of the next General Meeting.
6. A member of the committee shall cease to hold office before the end of the elected term if-

A By notice in writing he or she resigns,

B He or she ceases to meet the conditions of eligibility for membership of the committee.

C He or she is removed from office by a resolution of the club members in General Meeting.

9 General Meetings

1. The Annual General Meeting shall be held during the first week of June.
2. Notice of General Meetings will usually be given 21 days in advance, except for Special General Meetings required to deal with urgent business. Such Special General Meetings may be called by the committee or by one quarter of the members of the club. The purpose of such special General Meetings will be specified and only that business may be conducted at the meeting.

10 Proceedings at General Meetings

 10.1 The ordinary business of the meeting shall be as follows:-

1. Record of Previous AGM and matters arising.
2. Secretary’s report
3. Treasurers report.
4. Election of auditor.
5. Election of officers
6. Club subscriptions and target fees for members and visitors,
7. Amendments to constitution (when necessary)
8. Tournaments.

10.2 Any other business shall be conducted as part of a Special Meeting immediately following the AGM.

10.3 A quorum shall be 10 members or one quarter of the membership of the club whichever is the less.

10.4 If a quorum is not present half an hour past the time set for the meeting the meeting shall be adjourned to such other time and place as the Chairperson shall appoint and if at the adjourned meeting a quorum is not present half an hour past the time set for the meeting, then those members present shall be a quorum.

10.5 If the Club Chairperson is not present 15 minutes after the appointed time the chair will be taken by the Vice Chair, or in their absence, another member appointed by the members present.

10.6 A resolution put to the vote shall be decided by those personally present and entitled to vote. In the case of an equality of votes, the chairperson shall poll a second or casting vote.

10.7 All acts done in good faith at a General Meeting shall be valid, even if it is discovered after the meeting that there was some defect in the arrangement, which would, had it been discovered before the conclusion of the meeting, have modified the outcome.

11 Accounts

The Treasurer shall keep a record of all income and expenditure and shall show the assets and liabilities of the club. The accounts shall be available at every meeting of the club committee and at the Annual General Meeting to members. The financial year of the club shall be from 1 September to 31 August.

12 Audit.

The accounts shall be audited once a year by an auditor appointed at the Annual General Meeting of the club, who shall not be a committee member nor an immediate past committee member.

13 Records.

The club shall maintain and publish records of the highest score shot by any person while that person was a member of the club. Scores shall be provided to Lancashire Archery Association where appropriate.

14 Alteration to Rules.

The Rules of the club may be altered, amended, repealed or added to by a special resolution of the members in General Meeting provided such changes do not conflict with the constitution of GNAS or of the County and Regional bodies to which the club is affiliated.