HINXWORTH ARCHERY CLUB CONSTITUTION AND RULES

1 THE CLUB

a) The Club shall be known as HINXWORTH ARCHERY CLUB and shall be affiliated to the Archery GB (AGB), the Southern Counties Archery Society (SCAS) and the Hertfordshire Archery Association (HAA).

Archery GB is the trading name of the Grand National Archery Society Company (GNAS), registered in England 1342150.

b) The objects of the club shall be the practice and promotion of archery in all its forms except with regards to crossbows, which shall not be permitted.

c) The Club shall adopt the Archery GB Safeguarding Children and Young People and Adults at Risk Policies to which all members must adhere; parents, coaches and members must follow the relevant guidelines contained therein. The Club Committee shall appoint a Child Protection Officer and Deputy to whom members are expected to report suspected breeches of the above-mentioned Policies. Details of the club’s Child Protection policy can be obtained from the Child Protection Officer.

d) There shall be an ANNUAL GENERAL MEETING of the Club once a year. At least four weeks notice must be given to all members. The meeting will

receive Management Committee Reports, the Annual Accounts, Election of Officers and Any Other Business. Nominations for Officers to be received in writing by the Secretary at least 7 days prior to the meeting.

e) An Extraordinary General Meeting (EGM) may be called at the request of the Chairman, or by written request to the Secretary, which is supported by at least 25% of the shooting members stating the reason for the meeting.

2 MEMBERSHIP

a) There shall be four types of Members: Senior, Junior, Associate and Non-shooting. The total number of shooting members shall be decided by the Committee. Beginners must attend a course run by Hinxworth Archery Club or a non-commercial course run by an open archery club approved by the HAC Committee. A Certificate of

Competence is issued at the end of the course as proof of attendance.

Under the General Data Protection Regulation (GDPR) 2018, it is necessary for Members to allow permission to keep personal information on a computer database. This information is used to maintain an up-to-date list of members for insurance, legal purposes and Club records.

b) Senior membership is open to persons of 18 years and over who have completed a

recognised course of instruction, and to experienced archers (by agreement of the

Committee). Members aged 18-24 join as a separate age group with Archery GB.

c) Junior membership is open to persons under 18 and over 10 years old. On reaching

the age of 18 junior members shall automatically become senior members. The minimum age may be waived, at the discretion of the Committee. Junior members must be supervised at all times until they have satisfied the Committee of their proficiency and maturity.

d) The Committee shall, at its discretion, accept Associate Members into the Club. Such Associate Members must be fully paid-up members of their own club or Archery GB. They will pay the annual club fee less affiliations. They may not shoot for the Club at competitions or take part in the Club Championship or claim Club records nor vote at the AGM or any EGM of the Club.

e) Any club member or parent of a Club member wishing to take photographs, video or cine film at the Club must register their intention with the Club Child Protection Officer. Any other person wishing to take photographs, video or cine film at the Club must preregister their intention by completing the appropriate Archery GB form and submitting it, with proof of identity as required by the current Archery GB guidelines, to the Club Child Protection Officer. All juniors must have completed a recognised course of instruction.

f) A copy of these rules will be supplied to each member who shall be bound thereby in all respects as a condition of membership. A copy will also be displayed in the Club container.

g) Members will automatically be registered as members of Archery GB (AGB) and Hertfordshire Archery Association (HAA) and Southern Counties Archery Society (SCAS). This affiliation gives public liability insurance cover when shooting under ArcheryGB rules. The Club will provide Archery GB with members’ personal data which they will use to enable access to an online portal which, amongst other things, allows members to set and amend their privacy settings.

3 COMMITTEE

a) The Committee will consist of

1. Chairman

2. Secretary

3. Treasurer

4. Membership Secretary

5. Equipment Officer

6. League Secretary

7. Health & Safety Officer

8. Junior Representative

9. Up to 3 Ordinary Club Representatives

b) The Committee shall meet not less than six times per year. Any member having a

complaint shall give written notice to the Secretary who will submit it to the Committee for discussion and any decision reached will be final.

c) The Committee shall have the power to co-opt Committee members additional to

those set out in rule 3a) or to replace resigning members. All Officers will serve from 1 April until 31 March.

d) At all meetings the Chairman shall preside or, in his absence, the Secretary or the

Treasurer in that order.

e) The Committee shall have the right to expel any member of the Club or to deny

membership to any person. Any member expelled may have a proportional part of his/her subscription returned at the Committee's discretion.

f) The Committee shall be empowered to deal with any matter not covered by The Club Rules and Constitution.

g) A quorum of the Committee shall be 4 Individuals.

h) A Committee member unable to fulfil their duties will be expected to resign.

4 FINANCE

a) The subscriptions of the Club (including any affiliation fees) shall be proposed by the Treasurer at the Annual General Meeting and be subject to approval by a majority of members present.

b) The annual Club subscriptions including all affiliation fees, shall become payable on the first day of May.

c) On each occasion the Club shoots, a Visitors Fee shall be payable by each visitor

shooting, such a fee to be fixed each year at the AGM.

d) The Club shall not be responsible for loss or damage to member’s property except

where, during official Club shooting session the fall of targets causes damage to member’s arrows, the replacement cost of which will be reimbursed by the Club.

5 SHOOTING

a) Sunday mornings plus Wednesday and Friday evenings will be Club Target Days. Archery GB Rules of Shooting will be observed at all times. An indoor venue will be available in the winter months for week-day evenings.

b) Shooting shall at all times be under the control of a Field Captain who, before

shooting will check all bosses are secure.

c) Scores will be recorded on official Club score sheets or electronically, which will be collected by the Field Captain, Records or League Secretary.

d) Visitors who are members of Archery GB or World Archery (WA) may be permitted to shoot with the Club. They must pay Visitors Fees and satisfy the Field Captain that they hold one of the above memberships.

6 CLUB CHAMPIONSHIPS

a) A Club Championship Tournament may be held once a year.

b) All Club trophies will remain the property of the Club. Members must return them to the Competition Secretary 7 days before the relevant tournament.

7 CLASSIFICATION MEDALS

Each member who attains a classification shall upon request receive a medal from the

Club at cost.

8 COMPLAINTS PROCEDURE

Any complaint regarding a member’s behavior should be made in writing to the Club. The matter will be referred to the Club Committee to review the merits of the complaint. Depending on the severity of the offence, if action is deemed necessary, either a verbal warning, written warning or dismissal from the club may be affected.

8 CIRCUMSTANCES BEYOND THE CLUB’S CONTROL

In the event of Archery GB and the Government of the United Kingdom suspending outdoor sport due to an extraordinary national situation, the Club will without delay comply and resume activities only under the guidance of Archery GB.

9 DISSOLUTION

The Club may be dissolved by a resolution of two-thirds of the members of the Club at an EGM. In the event of dissolution of the Club the assets will be realised by the

Treasurer and the net assets after repayment of the current years subscriptions will be

given to the Hertfordshire Archery Association

Hinxworth May 2021