



Grand Western Archery Society

CONSTITUTION

MARCH 2021

GWAS CONSTITUTION

March 21, 2021

I: GENERAL PROVISIONS

Clause 1: Name

The Society shall be called the Grand Western Archery Society, hereinafter referred to as the Society.

Clause 2: Objects

The objects of the Society shall be the promotion and encouragement of Archery in all its forms, other than bow hunting, throughout the Grand Western Region (hereinafter referred to as the Region). The Region shall comprise the Counties of Cornwall, Devon, Dorset, Gloucestershire, Somerset and Wiltshire or such other local government areas as shall from time to time be determined by the Society in consultation with the Grand National Archery Society. The Society recognises the County Organisations listed from time to time in Appendix A as sharing its responsibility for these objects within their respective boundaries.

Clause 3: Affiliated Clubs and County Organisations

The Society is recognised, in accordance with the Memorandum and Articles of the National Governing Body for Archery in the United Kingdom, "The Grand National Archery Society", as the regional society governing archery within the Grand Western Region.

The Society recognises the county organisations listed in Appendix A as the county associations responsible for managing archery within the counties making up the Grand Western Region.

Any Archery Club which has compatible objectives to those of the Society, which is situated within the boundaries of the Region, and has affiliated all its GNAS members to its County Organisation and the Society, shall be eligible for affiliation to the Society, provided that the constituent County Organisations and Affiliated Clubs do not include in their rules any provisions which conflict with those of the Society.

Clause 4: Rules of Shooting

The Rules of Shooting prescribed from time to time by the Grand National Archery Society shall be accepted as the Rules of Shooting of the Society.

Clause 5: Championships

The Society shall hold Regional Championship Meetings, and such other Archery Meetings as the Regional Council may decide.

Clause 6: Teams

The Regional Council of the Society shall determine whether a team will enter a shoot as representatives of the Society. If the entry of a team is so determined, then the Regional Council of the Society shall appoint a team manager who shall be responsible for the selection and management of the team at that shoot.

Clause 7: Postal Address

The postal address of the Society shall be that of the Honorary Secretary or such other address as may be decided by the Regional Council from time to time.

Clause 8: Funds and Property

The funds and property of the Society shall be vested in the Chairman of the Regional Council, the Honorary Secretary and the Honorary Treasurer for the time being as Trustees of the Society. All monies received on behalf of the Society shall remain the property of the Society and there shall be no distribution of such funds among members.

In the event of the requirement to dissolve the Society the Regional Council will take independent legal advice on proceedings and potential outcomes and then an Extraordinary General Meeting will be called in accordance with Clause 40.

Clause 9: Examination of Accounts

The financial books and records of the Society, as prepared by the Treasurer, shall be passed to a suitably qualified accountant/firm of accountants for formal accounts to be prepared and any tax liabilities calculated. This is to be done annually and the accounts drawn up to 31st December each year. The definition of "suitably qualified" shall comprise members of the ICAEW (Institute of Chartered Accountants of England & Wales) or ICAS (Institute of Chartered Accountants of Scotland) or the ACCA (Association of Chartered Certified Accountants).

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Clause 10: Alteration of the Constitution

Details of any proposal to amend the Constitution of the Society shall be notified to the Honorary Secretary not later than the first of February preceding the next Annual General Meeting or at least one month before an Extraordinary General Meeting convened in accordance with Clause 40. Such proposal may be put by any of the following:

- (a) The Regional Council
- (b) A County Organisation
- (c) Any two or more Affiliated Clubs provided that in the case of (b) and (c) the proposal must be in writing and signed by the Secretary of the County or the Secretaries of the Affiliated Clubs as the case may be.

Clause 11: Majority required to alter the Constitution

The Constitution of the Society shall not be rescinded or amended except by a majority of two-thirds of those present and voting at an Annual General Meeting or Extraordinary General Meeting summoned for that purpose.

II: MEMBERSHIP

Clause 12: Categories of Membership. Membership of the Society shall be as follows:

Senior Associated Members

Any person aged 18 or over who is a member of an Affiliated Club shall be eligible to become a Senior Associated Member of the Society by payment of the prescribed subscription through the Affiliated Club.

Junior Associated Members

Any person under the age of 18 who is a member of an Affiliated Club shall be eligible to become a Junior Associated Member of the Society by payment of the prescribed subscription through the Affiliated Club.

Honorary Members

Any person whom the Society may wish to honour may at an Annual General Meeting be elected as an Honorary Member of the Society for a period or for life.

Individual Members

Any archer shall be eligible to apply to Regional Council to be an Individual Member of the Society. Upon the acceptance of such application, the archer in question shall pay the prescribed subscription to the Honorary Treasurer.

Clause 13: Implications of Membership

All members of the Society shall accept without reserve the jurisdiction of the Society and shall conform to such conditions, rules and regulations as may be determined from time to time by the Society.

Clause 14: Badge

All members of the Society shall be eligible to wear the designated badge of the Society.

Clause 15: Disciplinary Action

The regional Council of the Society shall be responsible for disciplinary matters and shall have the power to suspend or terminate the membership of any member of the Society. To this end, the Regional Council of the Society shall maintain a disciplinary procedure and inform, in writing, the Secretary of each constituent County organisation of the procedure. All actions to suspend or terminate membership shall adhere to the current disciplinary procedure.

Clause 16: Eligibility for Titles

No archer may hold any of the Championships or Titles of the Region unless he or she is a member of the Society.

Clause 17: Subscriptions

Members' subscriptions shall be determined from time to time by the Regional Council and approved by members at the Annual General Meeting. Notification of an intention to alter such subscriptions shall be given to members in accordance with the provisions of Clause 38. All subscriptions shall become due on the date stipulated by the Regional Council of the Society.

III: MANAGEMENT

Clause 18: Management

The management of the Society's affairs shall be vested in the Regional Council.

Clause 19: Composition of the Regional Council

The Regional Council shall consist of the following:

- (a) The Officers of the Society as defined in Clause 20
- (b) Specialist Members as defined in Clause 22
- (c) Representatives of County Organisations listed in Appendix A determined in accordance with Clause 26. All of whom must be members of the Society. The number of Officers and Specialist Members, eligible to vote is always to be less than the number of Representatives of County Organisations.

Clause 20: Officers

The Officers of the Society shall be the President (non-voting), Chairman (casting vote only), Honorary Secretary and Honorary Treasurer.

Clause 21: Election of Officers

The Officers of the Society as defined in Clause 20 shall be elected by and at the Annual General Meeting. Nominations shall be forwarded by the proposer and seconder to the Honorary Secretary in writing to arrive not later than seven days before the date of the Annual General Meeting. No written nomination shall be valid unless the nominee's signature of consent appears thereon. Where no nominations have been received in writing, the Chairman of the meeting then shall have the power to accept nominations from the floor; persons so nominated must be present at the meeting to signify their consent to nomination.

Clause 22: Specialist Members

The Regional Council shall be able to establish/disestablish the post of a Specialist Member from time to time as it deems fit, subject to unanimous approval by the County Representatives subject to the limits of Clause 19. Specialist Members posts may include, but not be limited to:

- (a) Honorary Tournament Secretary
- (b) Regional Coaching Organiser
- (c) Junior Representative
- (d) Judges Liaison Officer

Any vacancy which results from the creation of a new post shall be filled by Regional Council under the powers conveyed by Clause 29.

Clause 23: Standing Committees

The Regional Council shall establish such specialist Standing Committees from time to time as it deems fit, taking into account the need to liaise with committees established by the Grand National Archery Society. Where Regional Council intends to change the number or function of these Committees, it shall notify the constituent County Organisations as soon as possible.

Clause 24: Specialist Officers

The Regional Council shall be able to establish/disestablish the post of a Specialist Officers from time to time as it deems fit, subject to unanimous approval by the County Representatives. Specialist Officers posts may include, but not be limited to:

- (a) Equipment Officer
- (b) Archivist and Librarian
- (c) Representatives on the Committee of the English Archery Federation
- (d) Affiliations Secretary
- (e) Field Representative
- (f) Protection Officer

Any vacancy which results from the creation of a new post shall be filled by Regional Council under the powers conveyed by Clause 29.

Clause 25: Elections

Specialist Members (with the exception of the Regional Coaching Organiser and the Judges Liaison Officer) and Specialist officers shall be elected at the Annual General Meeting. Nominations may be in writing with the written consent of the

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nominee or may be accepted from the floor at the Annual General Meeting, in which case the nominee must be present to signify consent. In the case of the Regional Coaching Organiser such person shall be elected by the annual meeting of coaches in the Region, the appointment being confirmed by the Annual General Meeting. In the case of the Judges Liaison Officer such person shall be elected by the annual conference of judges in the Region, the appointment being confirmed by the Annual General Meeting.

Clause 26: County Representation

Each County Organisation listed in Appendix A, shall be represented by two persons (one of whom should normally be the County Secretary).

Clause 27: Counties Representation and Voting Entitlement

Each constituent County Organisation shall be responsible for electing annually its own Representatives, and their names shall be reported to the Annual General Meeting. A deputy may be nominated for each elected Representative. Each constituent County Organisation shall retain its full voting power at all meetings of the Regional Council whether or not all its Representatives are present provided that at least one such Representative is present.

Clause 28: Voting Entitlement

Subject to Clause 27, each member of Regional Council (except the President) shall have one vote. Where a member of Regional Council attends a meeting in more than one capacity, he or she will only be entitled to one vote. In the event of a tie, the Chairman shall have the casting vote.

Clause 29: Casual Vacancies

The Regional Council shall have the power to fill a casual vacancy among the Officers, Specialist Members and Specialist Officers.

Clause 30: Co-options

The Regional Council shall have the power to co-opt such additional members as it may deem fit, but such co-opted members shall not have the right to vote.

Clause 31: Meetings of the Regional Council

The Regional Council shall meet at least three times a year. The Chairman shall preside over all meetings. In the absence of the Chairman, the members shall elect a Chairman from those members present.

Clause 32: Minutes

The Minutes of each meeting of the Regional Council shall be recorded by the Honorary Secretary, or by such other person as the Regional Council may decide. Such record shall be approved by the next Meeting following that to which it refers.

Clause 33: Quorum of the Regional Council

A quorum shall consist of two of the Officers and at least five County Representatives provided that not less than three County Organisations are represented.

Clause 34: Chairman's Tenure of Office

A Chairman shall be elected annually and shall serve for no more than three consecutive years.

Clause 35: Terms of Reference for Standing Committees

The terms of reference of the Specialist Standing Committees, shall be determined from time to time by the Regional Council.

Clause 36: Ad Hoc Committees

In addition to the Standing Committees, the Regional Council shall have the power to set up such ad hoc Committees as it shall deem fit.

Clause 37: Executive Committee

In the case of an emergency where time dictates that action is to be taken quickly, the Chairman, Honorary Secretary and Honorary Treasurer shall have full powers to act on behalf of Regional Council, consulting wherever possible with other members of that Council. The minuted action must be reported to the next meeting of the Regional Council.

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IV: GENERAL MEETINGS

Clause 38: Annual General Meeting

The Annual General Meeting of the Society shall be held in the Spring. In the event that the AGM cannot be held due to exceptional circumstances, then the incumbent committee members will remain in post until such time as an AGM can be held. The AGM must then be held at the earliest suitable opportunity. Not less than 21 days' notice shall be given in writing and shall be sent to constituent County Organisations, Affiliated Clubs and all Individual and Honorary Members of the Society. The responsibility for informing Senior and Junior Associated Members shall devolve onto the Secretaries of Affiliated Clubs. The AGM should where possible be held as a face to face meeting but should circumstances dictate, then video conferencing may be used as an alternative.

Clause 39: Business of the Annual General Meeting

The business of the Annual General Meeting shall include *inter alia*:

- (a) Report by the Chairman.
- (b) Report by the Honorary Treasurer including the presentation and voting on acceptance of accounts for the previous financial year examined in accordance with Clause 9.
- (c) Election of Officers and Specialist Members (except the Regional Coaching Organiser and the Judges Liaison Officer) for the ensuing 12 months.
- (d) Any proposals to amend the Constitution notified in accordance with Clause 10.
- (e) Approve members' subscriptions.

Clause 40: Extraordinary General Meeting

The Regional Council may, or at the request of any County Organisation or four or more Affiliated Clubs shall, call an Extraordinary General Meeting of the Society. The demand and reasons for such an Extraordinary General Meeting shall be deposited with the Honorary Secretary in writing for seven clear days. Notice calling such meeting shall then be sent out in accordance with Clause 38.

Clause 41: Voting at General Meetings

All Individual, Honorary and Senior Associated Members shall be entitled to vote at General Meetings. There shall be no voting by proxy. The Chairman of the meeting shall have a casting vote, which normally will be cast to maintain the status quo.

Clause 42: Attendance and Quorum at General Meetings

At all General Meetings there must be at least two Senior Associate Members from each of the Constituent County Associations.

At Annual General Meetings no quorum is necessary.

At Extraordinary General Meetings the quorum shall comprise not less than 20 Senior Members.

APPENDIX A

The Constituent County Organisations are:

The Devon and Cornwall Archery Society:- Cornwall (including the Isles of Scilly), Devon.

The Dorset and Wiltshire Archery Association:- Dorset, Wiltshire.

The Gloucestershire Archery Society: - Gloucestershire, South Gloucestershire (including the City of Bristol).

The Somerset County Archery Association:- Somerset, North Somerset (including the City of Bath).