



# SOUTHAMPTON ARCHERY CLUB

AFFILIATED WITH ARCHERY GB, SOUTHERN COUNTIES ARCHERY SOCIETY & HAMPSHIRE ARCHERY ASSOCIATION

## Rules

### 1 The Club

- 1.1 The club will be called Southampton Archery Club, hereinafter referred to as the 'Club'.
- 1.2 The Club will be affiliated to Archery GB (AGB), Southern Counties Archery Society (SCAS) and Hampshire Archery Association (HAA).
- 1.3 The postal address of the Club will be Southampton Archery Club, Hardmoor Sports Ground, Stoneham Lane, Southampton, SO50 9HT.
- 1.4 The website address of the Club will be [www.southamptonarcheryclub.org](http://www.southamptonarcheryclub.org)
- 1.5 The Club is owned and operated by Southampton Archery Club Limited, hereinafter referred to as the 'Company', a company limited by guarantee registered in England & Wales with registration number 12146046.

### 2 Aims and Objectives

The aims and objectives of the Club will be:

- 2.1 to promote and practice Archery in all its forms, other than hunting and crossbows.
- 2.2 to promote the Club within the local community.
- 2.3 to ensure a duty of care to all members of the Club.
- 2.4 to offer coaching to Club members and to beginners enrolled on beginner courses.
- 2.5 to encourage a climate of individual self-improvement through support from others.
- 2.6 to provide and make available Club services and facilities in a way that is fair to everyone.
- 2.7 to ensure that all present and future members receive fair and equal treatment.
- 2.8 to adopt the Archery GB Safeguarding Policy for Children, Young People & Adults.

### 3 Membership

- 3.1 All members will be subject to these Rules and by joining the Club will be deemed to have accepted these Rules.
- 3.2 All members will be expected to follow the Codes of Conduct as published by Archery GB.
- 3.3 Members will be enrolled in one of the following membership categories: Senior (adults aged 25 and over), Concession (adults aged 18 to 24 inclusive, or those with disabilities), Junior (under 18 years old), Honorary (fees paid by the Club), Associate (those affiliated to Archery GB through another club) & Social (non-shooting members).
- 3.4 Shooting members shall be subject to a safety assessment by a qualified coach upon joining.
- 3.5 Honorary members not affiliated to AGB will not be permitted to shoot.
- 3.6 The membership year of the Club will run from 1<sup>st</sup> October to 30<sup>th</sup> September.
- 3.7 All members, other than Honorary members, shall pay an annual subscription to the Club, collected by the Secretary during August or September. Subscription fees will be set annually and agreed by the Club Committee.
- 3.8 Pro rata subscription fees may be charged to members joining during the membership year at the discretion of the Club Committee.
- 3.9 All members will accept the jurisdiction of the Club Committee and will conform to all the Rules and well as any additional conditions or regulations as are current, or which may be determined from time to time by the Club Committee or any affiliated body.
- 3.10 All members will observe and conform to the Rules of Shooting of Archery GB and of FITA; these rules being accepted as governing the relevant disciplines of the sport practiced by the Club and its members.
- 3.11 All members, with the exception of Associate, Social and non-shooting Honorary members, are required to be affiliated to AGB, SCAS and HAA via the Club, or individually to FITA.

- 3.12 Associate members are required to be affiliated to AGB or FITA and be able to demonstrate such affiliation if requested by the Club Committee.
- 3.13 Any member without affiliation to the above governing bodies shall not be permitted to make use of the Clubs shooting facilities or equipment, with the exception of individuals receiving coaching from a qualified coach with appropriate insurance in place, such as attending a have-a-go session or beginners course.
- 3.14 All members must take it upon themselves to keep the Secretary updated of any changes to their personal details such as email and postal addresses.
- 3.15 Individuals who are not members of the Club but who can demonstrate affiliation to AGB or FITA, where sponsored and accompanied by a Club member, may be permitted to shoot at the Club on a target fee basis subject to certain restrictions. Such fee and restrictions will be determined by the Club Committee according to Club resources. The Club Committee may disallow any individual if it is deemed that attendance by that individual is inappropriate or likely to cause discomfort to other members.

#### **4 Management**

- 4.1 The management of the affairs of the Club will be entrusted to the Club Committee.
- 4.2 The Club Committee shall comprise of the Board of Directors of the Company (acting as Chair, Secretary and Treasurer), plus additional officers (such as Membership Secretary, Club Coaches, Records Officer, Equipment Officers, Field Officers, Tournament Officers, Social Secretaries, Junior Representative & Safeguarding Officer) as per required and as per approved by the Board of Directors.
- 4.3 The Club Committee shall work under the authority of and in compliance with the Board of Directors of the Company at all times.
- 4.4 Additional officers of the Club Committee will be elected annually at the Company AGM from the Club membership (not including Associate or Social members). They must be over 18 years old at the point of election (with the exception of the Junior Representative, who must be between 14 and 18 years old) and must not have been subject to any written disciplinary process within the Club within the previous year.
- 4.5 Officers are eligible for immediate re-appointment if they continue to meet the requirements of 4.4, without a need to be proposed and seconded.
- 4.6 Nominations for new officers of the Club Committee shall be submitted to the Secretary in writing or by email (with confirmed receipt) not less than 7 days prior to the Company AGM and must be formally proposed and seconded prior to election.
- 4.7 The Club Committee will be convened by one of the Board of Directors of the Company and will meet no less than 4 times a year.
- 4.8 The Club Committee will have powers to appoint sub-committees and advisors as it deems necessary, to enable it to carry out its duties.
- 4.9 The quorum for meetings of the Club Committee will be any two of the Board of Directors of the Company and 50% of remaining Club Committee.
- 4.10 All officers of the Club Committee will hold equal voting rights within meetings of the Club Committee, subject always to the authority of the Board of Directors of the Company.

#### **5 Annual General Meeting**

- 5.1 Notice of the Company AGM will be delivered to members by the Secretary not less than 14 days before the date of the Company AGM.
- 5.2 Such notice will include the location, date, time and agenda of the Company AGM and will be delivered by email. Such notice may be delivered by post if members have previously notified the Secretary that they wish to receive notice in this form.
- 5.3 The Board of Directors of the Company may see fit to call additional General Meetings, procedures for which will be the same as for the Company AGM.

## **6 Beyond Reasonable Control**

- 6.1 In the case of emergencies, the Board of Directors of the Company may act in agreement with each other without consulting the Club Committee.
- 6.2 If a Club Committee officer resigns prior to the Company AGM, the Club Committee may co-opt a member who meets the requirements of 4.4 into the role until the next Company AGM.

## **7 Disciplinary Procedure**

- 7.1 The Club Committee has the power to discipline any member or members who behave in a way likely to endanger the safety and well being of other Club members or the general public, who behave in a way contrary to the principles of the Club, or who break Club Rules or the rules and regulations of our affiliated and governing bodies.
- 7.2 Disciplinary action in such situations will be decided at a meeting of the Club Committee and the member or members involved will be invited to provide a verbal or written statement.
- 7.3 Formal complaints regarding the behavior or conduct of a member or members should be submitted in writing to the Secretary or Chair. In the event of any safeguarding concerns, the Safeguarding Officer should be the initial point of contact.
- 7.4 In the event of a formal complaint, the respondent (the member against whom the complaint has been made) will be informed of the nature of the complaint and provided with copies of any relevant documents and statements supporting the complaint, along with details of this disciplinary procedure. A meeting of the Club Committee will be convened at a time mutually agreed with the respondent where they will have an opportunity to put forward and provide evidence in support of their position. The respondent is entitled to bring a representative with them to this meeting. The Club Committee will decide upon appropriate disciplinary action and the respondent will be notified of this decision within 7 days.
- 7.5 There is a right of appeal within 14 days of the notification of the outcome of a disciplinary meeting. This appeal should be made in writing to the Secretary or Chair and an independent appeal panel will be formed to hear the appeal in accordance with Archery GB guidelines.
- 7.6 Disciplinary action may include, but is not limited to, verbal or written warnings, removal from the Club Committee, temporary suspension, or termination of membership from the Club. Clubs cannot terminate the Archery GB membership of individuals.
- 7.7 Termination of Club membership shall also terminate Company membership and vice versa.

## **8 Declaration**

These Rules shall only be modified in accordance with the Articles of Association of the Company and the Club hereby adopts and approves these Rules for regulating the actions of members.