

**Constitution and Rules**

**of**

**Bowmen of Warminster**



***AS OF THE 1<sup>st</sup> MARCH 2025***

**This Constitution replaces all previous documents**



## 1. Name

The club is called Bowmen of Warminster formerly known as XXArchers (known as 'The Club') and will be registered with the *National Field Archery Society (NFAS)*.

## 2. Aims and objectives

The aims and objectives of the club will be:

- To foster and promote the sport of field archery for ALL styles, abilities and ages. (both amateur and professional, especially within the family)
- To promote the club within the local community and Archery in general.
- To offer coaching designed to acquaint both archers and non-archers in the safe use of all forms of archery equipment for recreation ONLY.
- To ensure a duty of care to all members of the club.
- To foster the spirit of goodwill, fellowship and sportsmanship among archers.
- To ensure that all present and future members receive fair and equal treatment.
- Bowmen of Warminster will not support in any way the use of the bow for the purpose of hunting game. This is illegal in the UK

## 3. Membership

The membership should consist of officers and members of the club.

All the membership will be subject to the regulations and the constitution. By joining the club you will be deemed to accept these and the codes of conduct that the club has adopted.

Membership is subject to the approval from the permanent Committee members

Members will be enrolled in one of the following categories:

- Individual member (shooting member)
- Associate member (non-shooting member)
- Family member (shooting or non-shooting members as defined by NFAS)
- Honorary life member. (bestowed by the membership at an AGM)

### 3a. Full member

A member on reaching 16 with full voting rights who is a paid up member of the club and who's subscription to the NFAS is up to date (NFAS card must be shown if asked to do so by club members)

Full members will be expected to own their own archery equipment and to be deemed a competent and safe archer by a member of the committee

### 3b. Associate Member

- A new member who has yet to pass a 3 month probationary period after which time if he/she shows to be of appropriate skill level and safe archer by a committee member will be allowed to become a full member

NB:- An full member who lets his/her NFAS membership lapses will automatically be

come an Associate Member until such time they can show a current NFAS membership card

### 3c. Junior Member

A member under 16 years of age with all privileges of a full member except voting unless on matters concerning the junior age group section. A parent or guardian must hold either a Full or Associate membership of the club

### 3d. Life Membership

This membership is awarded by AGM to individuals for services to the Club he/she will have the same privileges as full members but are exempt from paying levy's

## 4. Membership fees

Membership fees will be set annually by the Annual General Meeting.

Fees will be paid: annually by 31<sup>st</sup> March each year.

## 5. Officers of the club

The officers of the club will be:

- Chairman
- Vice Chairman
- Secretary
- Treasurer
- Shoot Secretary
- Field officer/safety officer
- Junior Officer (Non-voting)

Officers shall hold the post till members decide for a change by 2/3rds of a majority of full members attending either an AGM or EGM (see par 8)

The committee has the right to co-opt a member on to the committee to fill a vacancy until the next AGM

## 6. Committee

The club will be managed through the Committee consisting of:

***Permanent Members Chairman, Vice Chairman, Secretary, Treasurer, Shoot Secretary, Junior Officer.*** Only these posts (except Junior Officer) will have the right to vote at meetings of the Executive Committee.

The Committee will convene no less than two times per year, which will be open to all the membership unless the executive committee deem the meeting to be held 'In Camera'

The quorum required for business to be agreed at Committee meetings will be: **3**

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

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

The Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution or breach the conditions of the permit.

The 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: *05 April*.

A statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

## **8. Annual general meetings**

Notice of the Annual General Meeting (AGM) will be given by the Club Chairman. Not less than 28 clear days notice to be given to all members by post.

Nominations for officers of the Committee must be sent to the Secretary no later than 7 days prior to the AGM.

Elections of Officers are to take place at the AGM.

The AGM will receive a report from all the Officers of the Executive Committee and a statement of the accounts.

Only fully paid up adult members of have the Bowmen of Warminster right to vote at the AGM.

The quorum for AGMs will be *25% of membership on day of AGM*.

The Committee has the right to call Extraordinary General Meetings (EGM) at anytime, the membership may petition the Committee to call an EGM if 33% of the membership have signed the petition (Procedures for EGMs will be the same as for the AGM.)

## **9. Discipline and appeals**

All complaints regarding the behaviour of members/officers should be submitted in writing to the Committee.

The Committee will meet 'in camera' to hear complaints within 30 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership, if the complaint is upheld.

The outcome of a disciplinary hearing will be notified in writing to the person who lodged the complaint and the member(s) against whom the complaint was made within 30 days of the hearing.

There will be the right of appeal to the Committee following disciplinary action being notified. The committee will consider the appeal within 30 days of the Committee receiving the appeal. The appeal must be lodged within 7 days of initial outcome being notified, to the Committee

The Committee or the member against whom the complaint was made has the right to have the appeal heard by 3 ordinary members of the club who have not been involved the complaint in the first stage.

## 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 club that remain after ALL liabilities has been discharged shall be transferred to another organisation proposed by the General Committee and approved by the members with objectives which are as similar as possible to the objectives of the society, or, if no such organisation can be identified or agreed upon, a charity approved by the members

## 11 Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or EGM. (The quorum for AGM will be 25% of Membership on the day of the AGM)

## 12 Club and Course Rule

- The Shooting Ground shall only be used by the members of Bowmen of Warminster, unless as part of an official 'Open Shoot' or other organised shoot.
- Other rules as set out in Appendix 1

## 13. Open Shoots

All members are expected to assist with the setting up of open shoots, to assist with course setting prior to the day of the shoot in line with the Field Officer's instruction and also provide assistance on the day of the shoot as directed by the field Officer and any committee member. If members continually fail to assist with open shoots and the general maintenance of the ground they will be removed from the club

## 14. Declaration

Bowmen of Warminster hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

CHAIRPERSON      TONY BURT      SIGNED:.....      DATE:.....

TREASURER      RICHARD BOLWELL      SIGNED:.....      DATE: .....

SECRETARY      TIM JEREETT      SIGNED.....      DATE .....

## **Appendix 1**

### **RULES FOR SHOOTING IN THE WOOD**

- ⇒ On hearing; **STOP, HALT, FAST OR HOLD** or 3 blasts on a whistle you must cease shooting and put your bow down.
- ⇒ To shoot in the woods there must be two full members (1 of whom must be over 18 ) of Bowmen of Warminster
- ⇒ All archers in an OPEN shoot must be members of the NFAS and have their membership card with them, and have their arrows marked in accordance with NFAS rules
- ⇒ Do not walk around with arrows in your hand
- ⇒ Do not loose an arrow if you cannot see where the arrow will land
- ⇒ Do not loose an arrow if your footing is not secure
- ⇒ Never point your bow at anybody or an animal
- ⇒ Keep back whilst other members of your group are shooting
- ⇒ Never run in the woods
- ⇒ When searching for arrows always leave an adult member of the group or your bow in front of the target
- ⇒ Always wait until the people drawing arrows from the boss are well clear of the targets before shooting
- ⇒ If any member is under the influence of Alcohol and/or Drug (prescription or other) which will impair their judgement they must not shoot
- ⇒ Anyone found or seen to be acting improperly will be cautioned by a committee member and may be asked to leave the woods

I the undersigned have read and agreed the constitution and agree to the appendix 1 Rules of Shooting in the Wood.

Signed.....Print.....