

# DEVON & CORNWALL ARCHERY SOCIETY

## CONSTITUTION AND RULES



Revised November 2019

## **GENERAL PROVISIONS**

1. The Society shall be called the Devon and Cornwall Archery Society, hereinafter referred to as "The Society" or DCAS.
2. The Society shall be recognised as the administrative body of Archery within Devon, Cornwall and the Isles of Scilly and its object shall be the encouragement of Archery in all its forms other than bow hunting.
3. The Rules of shooting of Archery GB and World Archery shall be accepted as the shooting regulations of the Society.  
Archery Clubs or similar organisations shall not include in their regulations any provisions which conflicts with those of the Society.
4. The postal address of the Society shall be that of the Honorary Secretary or such other address that may be decided by the Committee from time to time.
5. The funds and property of the Society shall be vested in the Chairman, 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 the Members. In the event of the Society ceasing to exist, all Challenge Trophies and any remaining assets of the Society shall be handed over to the Trusteeship of the Grand Western Archery Society, [GWAS].
- 5a In the event of an affiliated club ceasing to exist any remaining funds [after all its debts have been cleared], together with any Club Trophies shall be deposited with the Society. Any money including accrued interest will be held in trust by the Honorary Treasurer for a period of five years. After this time, the money will be used for general purposes within the Society and any Trophies used for awarding by the Society at County Events. In the event of the same Club reforming within the aforementioned five years, all Trophies together with the funds held in trust including accrued interest are to be returned to that Club. All decisions concerning this shall be at the discretion of the DCAS Committee.
6. The Accounts of the Society to 30<sup>th</sup> September shall be reviewed annually by Reviewers selected at the previous Annual General Meeting, unless otherwise agreed by the Committee on the recommendation of a Qualified Accountant by the incumbent Treasurer
7. The Constitution of the Society shall not be rescinded or amended except by a two thirds majority of Members actually present at the Annual General Meeting or Extraordinary General Meeting convened for that purpose.
8. Detail of any proposal to amend the Constitution of the Society or changes in Annual Fees shall be notified to the Hon. Secretary at least one month before the next Annual General Meeting or Extraordinary General Meeting convened in accordance with Clause 29.

## **MEMBERSHIP**

9. There shall be four classes of Membership of the Society

### *Senior Associate 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 Associate 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. Honorary Members may be called to offer advice to the committee about historical procedures and incidents.

### *Individual Members*

Any archer shall be eligible to apply to the Committee 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.

10. Any Archery Club properly constituted within the area administered by the Society shall be eligible for affiliation to the Society. A Member of any Club affiliated to the Society shall become an Associate Member upon payment of the required subscription. Senior Associate Members shall be entitled to vote at General Meetings of the Society.
11. Any person resident in the area administered by the Society having attained the age of 18 years shall be eligible for Individual Membership of the Society, and shall be entitled to vote upon payment of the required subscription.
12. Any person, whether resident in Devon and Cornwall or not, whom the Society may wish to honour may be elected as an Honorary Member at a General Meeting.
13. 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.
14. If, in the opinion of the Committee, any Member or Affiliated Club shall have been guilty of conduct which makes it undesirable that such Member or Affiliated Club should remain a member of the Society, the Committee may expel or suspend such Member or Affiliated Club without being called upon to state their reasons except to the party concerned, who shall have the right of a hearing.
15. No archer may shoot for the County or hold any of the Championships or Titles of the County unless they have been a fully paid up member of DCAS for a minimum of three months and their membership arrangement complies with the Laws of Archery GB (AGB Law 25, appendix1).
16. The Society shall award a badge or similar emblem to all Archers who represent the Society in Inter County competitions.
17. Members' subscriptions or rates of affiliation shall be determined from time to time by the Committee and ratified at a General Meeting of the Society. Notifications of proposals to alter such fees shall be given to Clubs as in Clause 8 of this Constitution. All subscriptions shall become due no later than 30th September of each year. Dates may vary according to Archery GB rulings and shall be advised by the DCAS Committee. The subscription of Members joining a Club shall be due on the date of joining. A receipt should be issued by the Club to substantiate payment.
18. The management of the Society shall be vested in the Committee.
19. The Committee shall consist of: -
  - The President (Non-voting position)
  - The Vice President (Non-voting position)
  - The Chairman
  - The Vice Chairman
  - The Honorary Secretary
  - The Honorary Treasurer
  - The Tournament Secretary
  - The County Coaching Organiser (also representing Devon CDC & Cornwall CDC)
  - The Judges Representative
  - The Junior Representative
  - The County Team Manager
  - The Public Relations Officer
  - The Records Officer
  - The 2 Representatives to GWAS Council ,1 being the County Secretary
  - The Safeguarding Officer
  - The Web Master

The **Safeguarding** Officer, and the Web Master are not normally expected to attend Committee Meetings unless requested to do so by the Chairman or Secretary.

20. All Committee members shall be elected at the Annual General Meeting. Nominations shall be notified to the Hon. Secretary together with the nominee's approval at least 14 days before the meeting. In the event of nominations not being received by the due date, nominations may be taken from the floor at the Annual General Meeting. If the nominee is unable to be present at the Meeting, his or her willingness to serve shall be submitted in writing.
21. Five members of the Committee shall form a quorum.
22. The Committee shall meet at least twice a year.
23. The Committee shall co-opt members for special requirements and they shall be entitled to vote in the General Committee upon matters relevant to the purpose for which they were co-opted.
24. The Committee may appoint sub-Committees as required, delegating to such sub-Committees executive power within defined limits. The Chairman of such sub-Committees shall be a member of the main Committee and not a co-opted member.
25. In case of emergency, an Executive Committee consisting of the Chairman, Hon. Secretary and Hon. Treasurer shall have full power to act on behalf of the Committee, consulting where necessary with other Committee Members. Such action shall be minuted and signed by the Executive Committee as soon as possible. Wherever appropriate, the minuted action shall be reported to the Committee.
26. If in the case of rare emergency not covered by clause 25. the committee will be found "In Extremis", and an emergency executive may need to be established. Such Executive shall comprise, whenever possible of, the President, Vice Presidents and four co-opted members of GWAS Council. The Extremis Executive shall attempt to restore normality and shall make any decision that it thinks fit to achieve that end. This Executive shall function until normality returns or, whichever is sooner, at the end of a quarter year (92 days). They shall either re-form the Society upon existing grounds or act as Executors in the matter of dissolution of the Society.

#### **GENERAL MEETINGS**

27. The Annual General Meeting of the Society shall be held in the Autumn. Not less than 21 days' notice shall be given in writing and emailed to all Club Hon. Secretaries. The responsibility for informing all other members shall be the responsibility of Club Hon. Secretaries.
28. The business of the Annual General Meeting shall include inter alia,
  - a) Reports by the Chairman and Hon. Secretary
  - b) Report by the Hon. Treasurer and presentation of the Audited Accounts of the previous Financial Year.
  - c) Reports by the Tournament Secretary, County Coaching Organiser, Records Officer, P.R.O., Judges Representative, Junior Representative and County Team Manager.
  - d) The election of Officers, Committee Members, and Selection Sub-Committee for the ensuing 12 months.
  - e) Matters arising from Clause 8 and 17.
  - f) Any other business relevant to the Society. Items should be submitted in writing and dealt with at the Chairman's discretion insofar as time allows.
29. The Committee shall, at the request of not less than four affiliated Clubs, call an Extraordinary General Meeting. The request and reasons for such Extraordinary General Meeting shall be deposited with the Hon. Secretary at least 14 days clear before the date of such meeting which shall be called in accordance with Clause 27.

30. There shall be no voting by proxy.

31. The Chairman of any meeting shall be entitled to a casting vote only, which may be withheld at the Chairman's discretion.

### **OTHER PROVISIONS**

32. Any team to represent the society will be chosen by either the County Team Manager for the senior team or the

Junior Representative for the Junior Team. Both in consultation with the County Records Officer. If a conflict occurs

then the County Vice Chairman will have the final decision.

33. The Society's Challenge Trophies shall be returned at the request of the Tournament Secretary duly engraved, the cost of engraving being borne by the Society.

34. Society's Field Shoots shall where possible be confined to the period from 1st October to the 1st April.

35. All Field Shoots organised by the Society shall be under Archery GB or World Archery Rules.

### Appendix1 AGB Law 25

- (a) No archer may compete for the championship titles of, nor shoot for, more than one Region or County during a subscription year.
- (b) A member paying the Society's subscription fee through an Associated Club shall shoot for the Region and County in which the club is located.
- (c) An individual member wishing to shoot for a particular County and Region shall notify the Society through the secretaries of the appropriate County and Region.
- (d) If, since payment of the Society annual subscription, an archer becomes a member of a new club situated in a different Region or County, he may, by notifying the Society and the Regional or County secretaries as appropriate, shoot for the new Region or County, always providing that paragraph (a) above shall apply.
- (e) Within the United Kingdom an archer may belong to, and shoot for, more than one club in any one given discipline in any one subscription year; but the club through which the archer's Society annual subscription fee is paid shall be the first claim club. Only with the consent of the first claim club may an archer represent another club at any club or inter-club event. The disciplines are Outdoor Target, Indoor Target, Field, Flight, Clout and Popinjay Archery. At County, Regional or National events, the archer may only represent the first claim club.