

## Lincolnshire County Archery Society CONSTITUTION

The name of the society shall be “Lincolnshire County Archery Society” also known as “L.C.A.S.” herein referred to as “the society”

The address of the society shall be that of the secretary

The objects of the Society shall be:-

- (a) The promotion of archery in all its forms throughout the County of Lincolnshire with the exception of bow hunting.
- (b) The arranging and conducting of the County Championships, County F.I.T.A., County Clout Championships, County Indoor Championships and other competitions as specified at the Annual General Meeting

To this end:

The income and property of the Society shall be applied solely towards the promotion and encouragement of archery, within the Society's boundaries.

The Society shall be recognised as the governing body of archery throughout the county of Lincolnshire, in accordance with the Memorandum and Articles of Association and Laws and policies of the Grand National Archery Society (herein after referred to as G.N.A.S.)

The G.N.A.S. Rules of Shooting will govern the sport of archery within the county society.

Only members of the Society may compete for the Society's Championship challenge trophies. Only members of the G.N.A.S. or an archer whose National Society is affiliated to F.I.T.A. may shoot at a meeting of the Society.

Should the above Society be dissolved or cease to exist for any reason whatsoever all the assets are to be divided equally between all the current fee paying member clubs of the Lincolnshire County Archery Society for the benefit of archery.

This constitution can only be amended at an annual general meeting, or a special general meeting called for the purpose

### MEMBERSHIP

Any person, who practises or has an interest in archery within the jurisdiction of the society, may apply to the society for membership.

All members of the Society must be members of the G.N.A.S. and E.M.A.S.

The classes of membership are:

- (a) Senior and Junior Associate Member, affiliated through a club.
- (b) Senior and Junior Individual Member, affiliated directly to the Society.
- (c) Honorary Member, whose affiliation fees to the Society are waived.
- (e) Junior and School Clubs and Clubs for the Disabled, conforming to the G.N.A.S. definition of such Clubs.

Membership of the society shall terminate if:

A signed letter of resignation is received or  
Membership fees remain unpaid after 1st October or  
The member is expelled or  
The society is dissolved

All members shall accept the jurisdiction of the Society and shall conform to such conditions, rules and regulations as may be determined by the Society from time to time.

No member shall act in such a manner as to bring the society or the sport of archery into disrepute

#### AFFILIATION FEES

All affiliation fees will be determined at the Annual General Meeting in the following proportions:

Junior Associate Member : one half Senior Associate Member.  
Individual Member (Senior or Junior) as for Associate Member.  
Junior and School Clubs: three times Senior Associate Member.  
Disabled Clubs: Free of charge.

All affiliation fees should be in the hands of the county treasurer by 30th September.

#### MANAGEMENT

The management of the Society's affairs shall be vested in the officers; Chairman, Secretary and Treasurer, for the period, between meetings. The said officers shall not implement any decisions which conflict with a prior decision of a General Meeting.

#### GRIEVENCE , DISCIPLINE AND ARBITRATION

The committee, or a panel nominated by the committee to act on its behalf, will, on request, investigate allegations of breaches of LCAS rules, codes and policies and those of its parent organisations, with the exception of anti drug legislation, and arbitrate in all disputes referred to the society, between members thereof.

Complaints should, in the first instance, be addressed to the person with immediate responsibility for the issue. I.e. Club secretary, tournament organiser or judge. If the issue cannot be resolved at this level, one or more party may approach the society's committee to act in arbitration.

Official complaints should be made in writing to the secretary or chairman and must include a clear statement of the allegation or complaint, evidence of original documents or certified copies and an

indication of material to be provided by and clear identification of witnesses.

In the case of allegations of gross misconduct, such as, but not limited to, abuse, the committee may with immediate effect, temporarily suspend the accused, pending investigation.

Examination of a case will include a fair hearing of all parties involved.

The panel will produce a detailed report on each examined case.

The committee's verdict will be (1) no case to answer (2) acquittal, (3) case proven with penalties to be imposed.

Penalties can include, but are not limited to: Public reprimand, withdrawal of prizes and awards, temporary suspension of up to one year, expulsion from the society.

All parties will be notified in writing of the committee's verdict and any penalties imposed.

Any party dissatisfied with the committee's verdict may appeal to the regional or national governing body. Intent to appeal should be notified in writing, to the committee, within 14 days of receipt of notice of the committee's verdict.

If no notice of intent to appeal is forthcoming after 14 days, the committee may publish its findings in whatsoever media it considers reasonable.

## ELECTION OF OFFICERS

All the Society's officers shall be elected at the Annual General Meeting, or at an Extraordinary General Meeting called for the purpose.

The period of office of Committee members shall commence at the termination of the General Meeting at which they are elected.

## MEETINGS

The Annual General Meeting shall be held in between October and December each year, at a time and place to be determined. The Secretary shall give all clubs 14 days notice. Other meetings may be called by any two or more clubs acting in concert, and informing the secretary in writing.

Any two members of the Society may:

- (a) Propose alterations to the Society's Constitution.
- (b) Make a proposal on any matter relevant to archery within the county.
- (c) Make a proposal on any matter within the Society's competence in relation to the E.M.A.S.

No business shall be transacted at a General Meeting unless a quorum is present when the meeting proceeds to business. Except as provided elsewhere, a quorum shall be 4 members representing at least 2 clubs.

In the event of insufficient members being present to form a quorum, the meeting will be rescheduled at a later date. At the rescheduled meeting, if there are still insufficient members present to form a quorum, those persons present will be accepted as a quorum.

In the event of the chairman of the society not being present at meetings of the society, the vice chairman will be empowered to represent the views of the chairman.

All acts done in good faith at a General Meeting shall be valid, even if it is discovered after the meeting that there was some defect in the arrangement, which would, had it been discovered before the conclusion of the meeting, have modified the outcome.

All officers whilst on business for the County, may have their travel expenses reimbursed at a rate equal to the rate per mile governed by the GNAS

## VOTING AT MEETINGS

All members of the Society may vote at meetings: Senior, Junior and Individual Members Affiliated directly to the Society. In the event of a tied vote on a matter, the Chairman shall have the casting vote.

## FINANCE

The Treasurer will be responsible for preparing and presenting to the Annual General Meeting: A balance sheet showing the financial position of the Society on 30th September of the current Year, together with an Income and Expenditure Account for the twelve months ending on that day.

A copy of the balance sheet and income and expenditure account will be sent to all clubs accompanied by the Agenda of the Annual General Meeting.

## JUNIOR SECTION

Lincolnshire Junior Archery Squad (LJAS) has been formed for ease of management to promote Junior Archery within the County and will be at all times accountable to the Lincolnshire County Archery Society and Coaching Group.

The LJAS constitution will not conflict with the LCAS constitution and will require approval from the County Committee including any amendments which may be required over time. The agreed constitution will be appended to the LCAS constitution

The accounts of the LJAS will be audited by the same auditors as the Counties accounts, a copy of the balance sheet and income and expenditure accounts will be sent to the County Secretary 21 days prior to the date of any LCAS meeting. It will be issued to all clubs accompanied by the agenda of the Annual General Meeting

The Junior Team Manager will give a summary report of the year's activities at the AGM and if not able to attend send a written report to the County Secretary for inclusion into the minutes of the AGM.

## COACHING

The County Coaching Group will have all their officers ratified at the AGM

The CCO will give a summary report of the year's activities at the AGM and if not able to attend send a written report to the County Secretary for inclusion into the minutes of the AGM

## THIS CONSTITUTION SUPERCEDES AND CANCELS ALL PREVIOUS CONSTITUTIONS

Dated this day 29th November 2011