Ratpack Field Archers

1. Name

The club will be called Ratpack Field Archers and will be affiliated to the National Field Archery Society (NFAS).

2. Aims and objectives of Ratpack Field Archers

The aims and objectives of the club will be:

- To promote the sport of field archery for all styles, abilities and ages.
- To offer coaching for the safe use of all forms of archery equipment.
- To ensure a duty of care to all members of the club.
- To accept and adhered to all NFAS policies and procedures.
- To foster the spirit of goodwill, fellowship and sportsmanship among archers.
- To ensure that all present and future members receive fair and equal treatment.
- Manage the grounds in Hundredhouse and Barn's Copses.(known to the club as Binsted Woods)

3. Membership

Membership should consist of officers and members of the club.

All members of the club will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of conduct that the club has adopted and the policies and rules of the NFAS.

Members will be enrolled with the NFAS in one of the following categories:

- Full adult membership (shooting)
- Provisional membership (shooting)
- Associate membership (non-shooting)
- Junior membership (shooting) must be accompanied by a parent/guardian

4. Membership fees

Membership fees will be set annually and determined at the Annual General Meeting.

Fees will be paid by annual subscription.

Membership of the NFAS is also required.

5. Officers of the club

The officers of the club will be:

- Chair(voting officer and casting vote).
- Secretary (voting officer)
- Treasurer(voting officer)
- Executive Officers (3 off)(voting officers)

Officers will be elected annually for the term of one year at the AGM.

All officers will retire each year but will be eligible for re-election. The club committee has the right to co-opt a member to fill a vacancy until the next AGM.

6. Committee

The club will be managed through the Management Committee consisting of:

Chair, Secretary, Treasurer, Executive (3 off*).* Only these posts will have the right to vote at meetings of the Management Committee.

The Management Committee will be convened by the Secretary of the club and held no less than 4 times per year.

The quorum required for business to be agreed at Committee meetings will be: 2
The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.

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

The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution, or that of the NFAS. The Management 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. A petty cash fund not exceeding £250 may also be kept.

The Club Treasurer will be responsible for the finances of the club.

The financial year of the club will end on: *31st March*

An audited statement of annual accounts will be presented by the Treasurer at the AGM.

Any cheques drawn against club funds should hold the signatures of 2 of the 3 authorised signatories.

8. Annual general meetings

Notice of the AGM will be given by the Club Secretary. Not less than 21 clear days' notice to be given to all members.

The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts.

Elections of officers are to take place at the AGM.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.

All members have the right to vote at the AGM.

The quorum for AGMs will be 10 plus committee.

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

9. Discipline and appeals

All complaints regarding the behaviour of members should be submitted in writing to the Secretary.

The Management Committee will meet to hear complaints within *14* days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within *3* days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 14 days of the Secretary receiving the appeal.

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 will become the property of 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 club/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 committee will change the constitution if it involves, Health & Safety, Insurance, NFAS rule or lease changes without a vote. This will only be done if the causes for the changes stop the club functioning. All changes to the constitution will be published on the club website and noticeboard. All members will be notified.

Declaration

Ratpack Field Archers hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

SIGNED: K Lewry DATE: 04-08-2023

NAME: Ken Lewry.

POSITION: Chair

SIGNED: A Millard DATE: 04-08-2023

NAME: ANDY MILLARD

POSITION: Secretary

SIGNED: A Millard DATE: 04-08-2023

NAME: ANDY MILLARD

POSITION: Treasurer

Name of person who acted as a marshal at an open shoot:

Name...ANDY MILLARD..... Signature..... A Millard .

12. Appendix

The new club may wish to add their own club rules or etiquette in an appendix. NFAS rules and regulations always take precedence, however some additional suggestions are, but not limited to:

- Follow all NFAS rules as per their handbook at all times.
- All archers must be members of the NFAS and have their current NFAS membership card with them when shooting.
- All arrows must have their arrows marked in accordance with NFAS rules.
- Do not pick the flowers or shoot or touch the animals.
- No smoking on the courses.
- Smoking at the container area is permitted but not in the eating area.
- Always during shooting days (non-shooting days will be announced) follow the set course in the correct direction.
- Be vigilant at all times as it is not unknown for people to leave the bridle path contrary to the many warning signs.
- Take your litter home including broken carbon arrows.
- Dogs must be kept on a 1 metre lead at all times.
- Always check for ticks after a shoot.

General Data Protection Regulation 25th May 2018

Any reference to “Club” or “the Club” means Ratpack Field Archers. By joining the Club you automatically agree that the following data will be held by the Club Secretary and the Club Treasurer. Title, Full Name, Address, Telephone number(s), Email address, NFAS membership number, Date of birth for junior members and next of kin data.

No data on any member will be passed to a third party without their consent.

The only exceptions are:

1. Committee members contact details will be displayed on the Club website.

2. The Club Secretaries contact details are published in the NFAS Magazine and NFAS website.

3. The Club members name and NFAS number will be displayed inside the club hut.

When member’s subscription expires, their details are kept for a year and then removed from Club records.

All block emails sent by the Club Secretary or the Club Treasurer will be sent BCC. This will protect members email addresses from being seen by other members.