

Kingston Archers

Rules and Constitution - First printed 1982; amended 1998, 2003, 2010, 2012, 2015, 2018, 2019, 2020, 2021(1) & 2021(2), 2022, 2023, 2024, 2025.

General Provision

- 1.1** The Club shall be called Kingston Archers Limited, hereinafter referred to as the Club.
- 1.2** The funds and property of the Club shall be vested in the Directors.
- 1.3** Upon dissolution of the Club, any remaining assets shall be given or transferred to another registered CASC¹, a registered charity or the sport's governing body for use by them in related community sports.
- 1.3a** A decision to wind up Kingston Archers Limited can only be taken at an Annual General Meeting (AGM) or an Extraordinary General Meeting (EGM), prior notice of the meeting to be given in writing to all current members, stating the proposal, at least 28 days prior to the meeting. The decision to wind up the club will be decided by a majority vote of the members attending, subject to a quorum being present.
- 1.4** The main purposes of the Club are to provide facilities for, and to promote participation in, the amateur sport of Archery.
- 1.5** The Shooting Regulations as prescribed in the Archery GB (the trading name of G.N.A.S.² and referred to as Archery GB hereafter) Rules of Shooting shall be accepted as governing the relevant branches of the sport of archery practiced by the Club and its members.
- 1.6** Nothing will be included in the constitution which conflicts with that of Archery GB.
- 1.7** The postal address of the Club shall be that of the Secretary.
- 1.8** The postal address for Bank Accounts shall be that of the Treasurer.
- 1.9** The Constitution of the Club shall not be altered or amended except at the AGM or at an EGM of the Club. Members wishing to move a proposition to alter or amend the Constitution shall submit such to the Secretary twenty-eight days before the meeting at which it is to be considered. Notice of the proposition shall be sent to all members entitled to receive notice of such meetings.

Membership

- 2.1** Membership of the Club shall be open to anyone interested in the sport on application, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion, or other beliefs, except as a necessary consequence of the requirements of Archery.
- 2.2** The Club may have different classes of membership and subscription on a non-discriminatory and fair basis. The Club will keep subscriptions at a level that will not pose a significant obstacle to people participating.
- 2.3** The Club committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the Club or sport into disrepute. Appeal against refusal or removal may be made to the members.
- 2.4** There shall be the following classes of membership:
Senior Members, Junior Members, Disabled Members, Honorary Members

¹ CASC: Community Amateur Sports Club

² G.N.A.S.: Grand National Archery Society

- 2.5** Any person interested in Archery, having attained the age of 21 shall be eligible for admittance as a senior member, or under that age, as a junior member. Minimum age for juniors is 10yrs; unless a parent is a member, membership will then be at committee discretion, who will have the right to withdraw membership through any breach of the rules.
- 2.6** Junior members under the age of 14 may only shoot if accompanied by a parent, legal guardian or nominated adult. Juniors cannot be given the combination to the club store.
- 2.7** Any person or persons wishing to become a member of the Club whether affiliated through another Club or not, must shoot for their Archery GB-affiliated club at Tournaments, unless permission is given by the said club to represent another, in line with Archery GB's Shooting Administration Procedure 8 (SAP 8. Para 7).
- 2.8** New and readmitted members will be eligible to know the combination for the Club store six months after joining the Club.
- 2.9** Any person the Club may wish to honour for distinguished service to the Club may be elected as an Honorary Member for life.
- 2.10** All Members shall accept the jurisdiction of the Club and shall conform to such conditions, shooting rules and regulations as may be determined from time to time.
- 2.11** If in the opinion of the Committee any member shall have been guilty of conduct which make it undesirable that such a member should remain a member of the Club, then an EGM shall be called. The Club may expel such member, after a hearing, without being called upon to state a reason to any but the member concerned. The Club decision at an EGM shall be final.

Management

- 3.1** The management of the Club's affairs shall be entrusted to the Club Committee.
- 3.2** The Club Committee shall consist of: President, Chairman, Secretary, Treasurer, BAWCASA³ Rep, Equipment Officer, Coaching Organiser, Records Officer, Tournament and Events Organiser, Protection Officer, Social Media Lead, and Webmaster.
- 3.3** A President, Chairman, Secretary, Treasurer, BAWCASA Rep, Equipment Officer, Coaching Organiser, Records Officer, Tournament and Events Organiser, Safeguarding Officer, Social Media Lead, and Webmaster shall be appointed annually by members in General Meeting and shall determine the terms of the appointments from time to time.
- 3.4** The Club Committee may appoint sub-committees and may delegate to such committee's power within defined limits.

Finance

- 4.1** The financial year of the Club shall be 1st September to 31st August. The Club shall cause to be prepared and shall present at the Annual General Meeting a balance sheet showing the financial position of the Club on the 31st August of the present year.
- 4.2** A copy of the balance sheet, duly certified by a Director, shall be sent with notice convening the Annual General Meeting to each member.

- 4.3** A bank account shall be maintained in the name of Kingston Archers Limited. All cheques and orders withdrawing monies from the accounts shall be signed by any two of the Club President, Chairman, Secretary, or Treasurer.

In addition, money transfers direct from the Club current account can be undertaken by the Treasurer and/or the allocate support person.

Bank statements and relevant invoices to be scrutinised each month by the President and Chairman to ensure all transactions are legitimate.

- 4.4** All cheques paid into the Club shall be made payable to Kingston Archers Limited.
- 4.5** All surplus income or profits are to be reinvested in the Club. No surpluses or assets will be distributed to members or third parties.

Subscriptions

- 5.1** All members shall pay the following subscriptions annually to the Club Treasurer.
- 5.2** Club membership Subscriptions (except Honorary Members, these to be paid before the due date or as required).
- 5.3** The rate for Club Membership fees shall initially be determined by the Committee and recommended for agreement by the members in General Meeting.
- 5.4** Archery GB membership fee to be paid before 31st August each year. The rate for subscription shall be determined by Archery GB.
- 5.5** If all the above dees are not paid by the due dates a levy will be imposed.
- 5.6** Members who elect to shoot indoors shall pay an indoor shooting fee. The fee shall be determined by dividing the hire charges, the levy for which being set by the landlord, by the number of members who elect to shoot.
- 5.7** A member who has not paid his or her Club subscriptions by the due date in any one year shall cease to be a member of the Club unless the Club Committee considers there are extenuating circumstances.
- 5.8** The admission of new, or re-admission of former members who have let subscriptions lapse for a year, will be subject to the agreement of the Club Committee.
- 5.9** The first six months of membership shall be considered a probationary period for new or re-admitted members.

General Meeting

- 6.1** The Annual General Meeting shall be held before the end of October at a place determined by the Club Committee. Not less than 14 clear days' notice of such meeting shall be sent to all members.
- 6.2** The Club Committee or at the request of five or more Club members, shall call an Extraordinary General Meeting. Not less than 14 days' notice of such meeting shall be sent to Club Members. Notice of any proposition which is intended to move shall be sent to all Club members entitled to receive notice of meeting.

Voting and Quorum

- 7.1** At all General Meetings, six members shall form a quorum. Each Senior, Junior, Disabled and Honorary Member of the Club shall be entitled to one vote. The Chairman shall, if required, be entitled to a deciding vote.
- 7.2** Committee meetings will be held when necessary.

7.3 In case of emergency, the President, Chairman, Secretary, and Treasurer shall together have full power to act.

Shooting

8.1 The setting up of targets and the storing away of Club equipment shall be the obligation of all archers shooting.

8.2 For the purpose of recording a score, for handicap, classification, and record purposes, at least two archers must be shooting, each to record and authenticate each other's scores. Scores must be recorded on Club score sheets, these to be put in an appropriate place in the Club store or handed to the Records Officer. Scoring may also be undertaken using a recognised App and submitted to the Records Officer via email. All such score sheets must be fully completed, round, hits, score, golds, named, and dated to be eligible for entry in Club records.

8.3 Ranges are open except when maintenance is being undertaken. Allocated times for maintenance are Monday and Wednesday mornings up to 1pm. Shooting times to be displayed in the Club hut and on the Club range booking App. Set up to commence 30 minutes before shooting start time.

Designated Club sessions are:

- Saturday and Sunday mornings.
Saturday: 'Club Coaching' - Tasters and Beginners Courses, Club Shooting (if space).
Sunday: Club Shooting.
- Tuesday and Thursday afternoons.
- Tuesday and Thursday evenings.
- Monday and Wednesday evenings spring/summer possible Beginners Course or Tasters, catch-up sessions.

8.4 Members who are unable to start at the advertised time on the range booking App may join in a round that has started at the invitation of the archers shooting.

8.5 Any archer who arrives late and elects to put up his or her own target may have their scores authenticated by any other member present.

8.6 When shooting on the Club range, there must be a minimum of two people present providing they are a minimum age of 18 when any shooting is in progress, one of whom may be a non-archer to act as look-out (in this case, the archer responsible is to inform the look-out of all the safety aspects applicable). Where two adult archers are present and shooting together, they will alternate on the shooting line so that the non-shooting can act as look-out. In both these instances, one archer must be a nominated Field Captain and must be a member of at least six months.

8.7 No live mobile phones on the shooting line between whistles.

8.8 When shooting on the Club range, Novice archers during their first six months of shooting must be accompanied by an established archer of at least one year's shooting experience.

8.9 Any archer wishing to shoot 100yds or 90m shooting Longbow, Bare-bow or Compound must be 2nd Class or above in those disciplines.

8.10 Seniors are not permitted to claim records for junior rounds except in their first year of shooting.