



HARLEQUIN BOWMEN

Affiliated to G.N.A.S., S.C.A.S., B.A.A.

Constitution

Amended 28th May 2010

1. The Club shall be known as "Harlequin Bowmen" incorporating "Junior Harlequin Bowmen", hereafter referred to as the Club. The club shall be affiliated to the Harwell Laboratories Recreational Association (HLRA).
2. The object of the Club shall be the practice, encouragement and promotion of Archery in all its forms except Bow Hunting and Crossbows.
3. The Club shall be affiliated to the Grand National Archery Society (GNAS), the Southern Counties Archery Society (SCAS), and the Berkshire Archery Association (BAA) and shall fully comply with their rules.
4. The Officers of the Club shall be the Chairman, Honorary Secretary, Honorary Treasurer, Records Officer, Coaching Officer, Catering Officer, Junior Representative, Child Protection Officer, Membership Secretary, Events Officer and two committee members. The committee shall be elected annually at the Annual General Meeting to be held in March, and will be eligible for re-election. (Preferably, no officer should hold the same post for more than three consecutive years).
 - a) The committee shall have the power to co-opt other members.
 - b) All monies and funds received on behalf of the Club shall remain the property of the Club, and there will be no distribution of such funds amongst the members other than any reimbursements authorised by the Committee. See paragraph d) regarding dissolution of the Club.
 - c) A Bank Account/s shall be maintained in the name of the Club. Any two of the Club Chairman, Secretary or Treasurer shall sign all cheques and orders, withdrawing monies from the Account/s.
 - d) If upon winding-up or dissolution of the club there remains, after the satisfaction of all debts and liabilities, any property or money, this shall not be distributed among members but shall be applied to approved sporting or charitable purposes i.e. given or transferred to another CASC (Community Amateur Sports Clubs), a registered charity or sport's governing body. A General or Extra Ordinary General Meeting shall be called for this purpose.
 - e) The postal address of the Club shall be that of the Secretary, or such other address as may be decided by the Committee from time to time.
 - f) In the ease of an emergency, the Chairman, Secretary and Treasurer shall together have full powers to act.

HARWELL SCIENCE AND INNOVATION CAMPUS, DIDCOT, OXFORDSHIRE

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5. The quorum at a Committee Meeting will be four.
6. The quorum at a General Meeting shall be a quarter of the total paid up membership.
7. Full Club membership shall be restricted to members of the HLRA. The Club may sponsor persons who are not eligible as Ordinary Members as Associate Members of the ULRA on payment of the current HLRA membership fee.

Beginners wishing to join the Club must attend a GNAS training course run by the Club (organiser and fees to be arranged by the Committee), and having attended such course must submit an application form (with the appropriate fee) to the Membership Secretary.

8. Club membership fees and HLRA affiliation fees are payable on May 1 each year. GNAS. SCAS and BAA affiliations are payable by September 1 each year. Any increase in affiliation fees on or after May 1 will be directly payable by members.
9. The committee have the power to make an appropriate charge in the event of breakage of Club equipment.
10. No member under 18 years of age may shoot in the absence of another shooting member who is over 21 years of age.

The Club will ensure that there is a child protection policy in place at the club and the club will follow and promote G.N.A.S. procedure when dealing with any incident that arises, (Please refer to the Child & Vulnerable Adults Protection Statement in Appendix A of the constitution).

The Club operates an Equal Opportunities Policy (see Appendix B).

11. Insurance — At Harwell and any indoor shooting venue, the Club shall be insured under the GNAS insurance scheme.
12. One member of the committee shall act as Field Captain, or a member nominated by the committee.
13. Target meetings shall be held at least twice per week during the season — April 1st to September 30th.
14. No addition or alteration of these rules shall be made except at a General Meeting. At least fourteen days notice, in writing, must be given of any proposed change.
15. Decisions at a General Meeting shall be made by a simple majority of all members above the age of 12, the Chairman having a casting vote.

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16. The Treasurer shall be responsible for the maintenance of proper and adequate records of all Club finances. The Treasurer will also be responsible for making up the accounts each year to 14 days before the AGM and presenting an income and expenditure account and balance sheet, which should be available for auditing, to the AGM.
17. A copy of the accounts shall be submitted to the Treasurer of the HLRA.
18. The committee shall be empowered to expel any member who offends against the rules of the Club or whose conduct shall, in the opinion of the Committee, render him/her unfit for membership of the Club. No member shall be expelled without having the opportunity of appearing before the committee and answering the complaints made against him/her, nor unless two thirds of the committee then present vote in favour of the member's expulsion.

Rules 1, 7 and 17 are requirements of the HLRA for affiliated clubs.

APPENDIX "A" TO THE CONSTITUTION.

Child & Vulnerable Adults Protection Statement.

'This club believes that when dealing with children and vulnerable adults, their welfare should always be of paramount importance. We are committed to providing an environment where young and vulnerable adults can learn and participate in a sport free from harassment and abuse. All those people working with children have a moral responsibility to safeguard and promote a child's welfare. This club has therefore adopted the GNAS Protection of Children and Vulnerable Adults Policy to ensure peace of mind for both adults and children.'

APPENDIX "B" TO THE CONSTITUTION.

Equal Opportunities Statement

Harlequin Bowmen is strongly committed to equal opportunities for all sectors of the community. It is the policy of Harlequin Bowmen to ensure that all participants, volunteers, coaches or parents receive equal treatment regardless of age, gender, marital status, sexual orientation, employment status, social class, colour, race, ethnic or national origin, religious belief or disability.