

ESSEX COUNTY ARCHERY ASSOCIATION

INCORPORATING

THE COUNTY OF SUFFOLK

=====

CONSTITUTION

AND

RULES

ESSEX COUNTY ARCHERY ASSOCIATION

CONSTITUTION AND RULES

1. **NAME** The Association shall be known as:-
- 'THE ESSEX COUNTY ARCHERY ASSOCIATION'**
Incorporating the County of Suffolk
- Hereinafter called 'The Association.'
2. **OBJECTIVES**
- a) To promote the sport of Archery in the County of Essex and Suffolk.
 - b) To organise Championships, Inter-County events and Internal league matches.
 - c) To uphold all current Archery GB, H&S, Discrimination and Child Protection policies
3. **MEMBERSHIP**
- a) There shall be the following classes:-
 - i) **Club**
Any properly constituted club operating within the County of Essex and Suffolk and affiliated to the Southern Counties Archery Society and to Archery GB.

A club shall be deemed to consist of not less than three (3) adult members.

A copy of the Constitution and Rules of that club shall be held by the Association.
 - ii) **Direct Member**
Any archer who is a Direct Member of Archery GB may apply for Direct Membership of the Association.

Acceptance shall be at the discretion of Council.
 - iii) **Non Shooting Member –**
Any ECAA Member, who has belonged to the previous categories, may apply to Council for transfer to a Non Shooting Member, if they no longer shoot, Officiate or Coach. Once Council agrees, members within this category will not be required to be members of SCAS or Archery GB.

Such members are able to hold Non-Executive positions on Council only.

A person who has not been a shooting member of the association, but is a member or Associate Member, of an Essex or Suffolk Club, may apply to become a Non Shooting Member(s) of the association, with conditions as above. Their application must be supported in writing by the nominating club and acceptance will be at the discretion of the Executive.
 - iv) **Honorary Life Vice President –**
The association may, for specially distinguished service elect a member as Honorary Life Vice President – Awarded for services to or on behalf of the County.
 - v) **Honorary Life Member -**
The association may wish to honour a person for their services to Archery in the County by election as Honorary Life Member.

Election as **HONORARY LIFE VICE-PRESIDENT** or **HONORARY LIFE MEMBER** shall be made at the Annual General Meeting, nomination(s) having been made to the Hon.

Secretary **AT LEAST TWO (2) MONTH'S PRIOR** to the Annual General Meeting. Such nominations shall be voted on by the Executive.

- b) If, in the opinion of the Council, any individual or Club shall have been guilty of conduct which makes it undesirable that the individual or Club remains a member of the Association, the Council may, after affording such individual or Club the opportunity of a hearing, expel that individual or Club from membership, without being called upon to state a reason to any but the individual or Club concerned.

The decision of Council shall be final.

N.B. This process will be in line with published Archery GB & SCAS Policies, and in conjunction with the published ECAA Disciplinary Policy.

- c) Direct or Associate Members shall always abide by the principle that they **SHALL IN ANY ONE AFFILIATION YEAR (1st October to the following 30th September) ONLY REPRESENT THE CLUB THROUGH WHICH THEY PAY THEIR ARCHERY GB AFFILIATION FEE.**

The Association shall recognise transfer(s) agreed under Archery GB Rules.

4. COUNCIL

The Association shall be managed by a Council.

The Council may comprise the President, Two (2) Vice-Presidents, Chair of Council, Vice-Chair, Hon Secretary, Hon Treasurer, One (1) General Member, Direct Members, Non Shooting Members and representatives from clubs in the County.

Six (6) representative members are required to form a quorum.

5. OFFICERS PRESIDENT

The President shall be elected at an Annual General Meeting and shall hold office for a period of three (3) years.

No person shall hold office of President for a consecutive period of more than three (3) years.

Individuals elected to this post, shall not hold additional posts on the executive of the County.

In the event that an individual already holds a post on the executive, the individual will automatically stand down from the executive post, at the AGM of presidential election. This does not apply if the pre-held post is Non-Executive.

VICE-PRESIDENT(S)

There shall be two (2) Vice-Presidents who shall be elected at the Annual General Meeting.

They shall hold office for a period of two (2) years and be eligible for re-election.

A Vice President of the Essex County Archery Association may hold office for a maximum of two (2) consecutive terms only (4 years) and that person would not be eligible for re-election for the next three (3) years.

Individuals elected to this post, shall not hold additional posts on the executive of the County.

In the event that an individual already holds a post on the executive, the individual will automatically stand down from the executive post, at the AGM of vice-presidential election. This does not apply if the pre-held post is Non-Executive.

One (1) Vice President will be elected each year

EXECUTIVE OFFICERS

The Executive shall consist of the Chair of Council, Vice-Chair, Hon Secretary, Hon Treasurer, and one (1) General member, who shall be elected at the Annual General Meeting and who shall be empowered to deal with routine management of the association and to appoint Sub-Committee(s) as required.

NON-EXECUTIVE OFFICERS

The following Non-Executive Officers shall be appointed at the Annual General Meeting:-

Records Officers: - Senior, Junior, Flight, Clout, and Field.

N.B - (These may be combined or split as Council sees fit.)

Tournament Organisers: - Indoor, Target, World Archery, Field, Clout, Flight.

County Coaching Officer, League Secretary, Equipment Officer, Team Manager, Assistant Team Manager, Development Officer, Junior Liaison Officer, Webmaster, Child Protection Officer or any other post as required by the Executive to undertake work on behalf of the Association.

Council may if required or so desired co-opt members to fill posts that are vacant or for the furtherment of archery within the county.

Any person nominated to an elective position in the Essex County Archery Association, shall declare at the time of nomination or subsequently any business or political interest or activity that could influence impartiality and this information shall be circulated to all those who are entitled to vote.

6. VOTING AT ALL MEETINGS

Each affiliated club adult member, Direct Member, Non Shooting Member, Honorary Life Vice President and Honorary Life member in attendance of the meeting shall have one (1) vote.

No proxy votes will be accepted

The Chair of Council shall have an additional casting vote (1) when necessary.

7. ASSETS

All property of the Association shall be vested in the Council.

In the event of the dissolution of the Association any funds remaining after the payment of all liabilities shall be divided amongst member club(s) in proportion to the affiliation fees paid at the time of dissolution.

Trophies and other material assets shall be disposed of according to the wishes of member clubs at the time of dissolution or returned to original donors if possible.

8. GENERAL MEETINGS

a) **ANNUAL GENERAL MEETING**

The Annual General Meeting of the Association shall be held during the month of February each year.

Other General Meeting(s) shall be called at the discretion of Council with fourteen (14) days notice being given.

Only members of Affiliated Clubs, Non Shooting Members and Direct Members shall have the right to attend and vote at the Annual General Meeting.

b) **NOMINATIONS**

Nominations for the election of all Officers shall be in the hands of the Hon, Secretary, signed by the Proposer, Secunder at least seven (7) days prior to the Annual General Meeting.

It is expected that permission will have been sought prior to nomination.

Nominations may be accepted at the Annual General Meeting should the occasion arise.

c) **PROPOSALS**

Proposals for the Annual General Meeting shall be in the hands of the Hon, Secretary not less than six (6) weeks prior to the Annual General Meeting.

d) **AGENDA**

Circulation of the agenda shall not be less four (4) weeks prior to the Annual General Meeting.

e) **ALTERATIONS**

No alteration to the Constitution and Rules shall be made except at an Annual General Meeting or at an Extra-Ordinary General Meeting.

f) **EXTRA-ORDINARY MEETING(S)**

An Extra-Ordinary General Meeting may be called by Council, the Executive or by notice signed by not less than **ONE THIRD** (1/3) of the membership of the Association.

Written notice of at least fourteen (14) days must be given before the date desired.

9. ACCOUNTS

a) An Auditor, other than an officer of the Association, shall, where possible, be appointed at the Annual General Meeting.

b) The accounts of the Association, duly audited and endorsed, shall be presented to the Annual General Meeting.

c) The Association's financial year shall end on the 31st December.

d) Affiliation fees shall be fixed at the Annual General Meeting and are due on the 1st October or on admission to membership.

10. **COUNTY TEAMS**
- a) Representative teams will be selected by a committee comprising of the Chair of Council, Team Manager, Assistant Team Manager and Records Officers.
- b) **COLOURS**
- i) Senior Target County Colours shall be awarded to those archers who have represented the Association as part of a nominated team on a minimum of four (4) occasions.
- ii) Junior Target County Colours shall be awarded to those Junior archers who have represented the Association as a Junior Team member after two (2) occasions.
- iii) Field County Colours shall be awarded to those archers Senior or Junior who have represented the Association as part of a nominated team on a minimum of three (3) occasions
- The composition of the team is at the Organiser's discretion and will be announced either prior to the Tournament or on the day.
- iv) County Colours shall be a county badge (Silver not Gilt) with a coloured band.
- a. Target
- i. SENIOR ARCHERS – GREEN
- ii. JUNIOR ARCHERS – YELLOW
- b. Field
- i. ALL ARCHERS – RED
11. **County Records**
- The association undertakes to keep and maintain county records, pursuant to rounds agreed with the Archery GB Rules of Shooting.
- a) Senior
- i.) Senior claims must be made at Open Club Tournament, or Higher, club target day scores will NOT be admissible
- ii.) Supporting paperwork (i.e results sheet etc.) should be supplied with any claim for a record.
- iii.) All records claims must be notified to council within a three (3) month period after the date shot. Claims notified after this period will be disallowed.
- iv.) Juniors may only claim a senior record where they have entered and paid senior entry fee.
- b) Junior
- i.) Junior claims will be accepted from registered Club target days, provided the appropriate paperwork/scoresheet is countersigned by a senior official of the club. (In the case of parents supervising juniors, a club official MUST countersign the score sheet as witness to the round).
- ii.) Same as senior requirement.
- iii.) Same as senior requirement.
- iv.) Juniors entered as an adult may not claim a junior record where they have entered and paid senior entry fee.

This Constitution and Rules are effective from the Annual General Meeting of 20th February 2021