



## Wymondham Archers Committee Meeting

13th Feb 2024 at 19:30

Online via Zoom

### Agenda

**1. In attendance**

Pete Hill, Keith Brandon, Salina Baboo, Dave Tonnison, Alex Tonnison, Alice Hawkes, Jake Francis,

Minutes - Louise Smith

Club Members - Andrew Beer (to 20.30), Bridget Wood

**2. Declarations statement was read out**

**3. Apologies**

Mark Brookes, Darren Creasey, Daron March, Chris Norburn, Sandra Edwards, David Hall, John Packman

**4. Minutes 16 January**

Alice Hawkes was also present, otherwise accepted as correct.  
The action plan was not reviewed.

**5. Treasurers report**

Mark had shared a written report. Go Cardless monthly income awaited – will be c£3,500. Outgoings were reviewed – total £3,264.

A foam supplier has been sourced for the outdoor bosses.

**6. Appointment committee member**

The committee agreed to ratify Jake Francis as a committee member.

**7. Indoor range heater**

The committee discussed a proposal to install a gantry of electric heaters est. cost £1,500. Potential benefit - may be able to replace and remove the gas heater. No significant cons or risks identified; treasurer happy to support costs.

**8. Have a Go's 7th July and 20th July**

The committee agreed to run and support two 'have-a-go's' on the above dates for Ladybelt Country Park and English Whisky Co.

**9. Constitution**

The current constitution is out of date and needs to be updated. The current version has been reviewed and a draft new version was shared with the committee.



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#### Changes

- 1.6 Address of the committee - **Agreed**
- 3.3 Membership – three voting membership levels - **Agreed**
- 3.7 Juniors underage of 18 must be accompanied by a parent / legal guardian – Agreed
- 3.8 Simplify description - requirement to do a course or be assessed by a Club Coach or if not available a competent archer prior to joining club – **Agreed**
- 3.9 Simplify requirement for members to pay an annual subscription – **Agreed**
- 3.10 Club fees to be paid in full by 31 August, or pro-rata from the time of joining club – **Agreed**
- 3.10 Simplify section – **Agreed**
- 3.11 Fees may be reviewed in extenuating circumstances – **Agreed**
- 3.12 Application of AGB structure and pro-rata fees for in year joining – **Agreed**
- 3.13 Visiting archers may shoot following agreement with the Club's risk assessment – **Agreed**
- 3.13 Visitors may be subject to a visitors fee at the discretion of the committee – **Agreed**
- 3.15 Visiting archers may be permitted to shoot independently - **Agreed**

Various places – replace 'Chairperson' with 'Chair'

4.2 In an emergency the Chair, Vice Chair, Secretary or Treasurer shall have full power to act as a collective in support of the function of the club. In the case of a vote – must have a majority. – **Agreed**

5.2 Committee members – lead coaching officer (does not have to be a coach). ; *plus* 'supporting' Committee officers. – **Agreed**

5.4 At least 6 meetings year – **Agreed**

5.5. A committee meeting with new officers to be held within 14 days of AGM -

5.6.1 Election new committee members [except chair]: if vote – show of hands – either online or in person – **Agreed**

5.10 If committee member absent for 3 consecutive meetings - may forfeit position at the discretion of the committee – **Agreed**

5.14 A trained field captain, 18 or over, must be at each shooting session – **Agreed**

5.15 Committee officers roles and responsibilities on website – **Agreed**

6.4 Bank accounts – withdrawal must be authorised by two of Chair, treasurer, secretary and assistant treasurer – **Agreed**

6.5 Finance report to each committee – **Agreed**



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6.6. Subject to approval exec committee - clubs accounts can be made available within 14 days – **Agreed**

7.4 An EGM can be called if 5 % club members apply for such a meeting. But it shall be up to the discretion of the committee whether to act on this. If 10% of members apply – it must take place. **Agreed**

8.1 Difficulties and differences procedure to replace complaints - **Agreed**

8.2 Committee right to terminate membership for serious misconduct (examples in procedure) – **Agreed**

Next steps – will call an EGM to seek approval from the membership of the club. **Action – Keith / Salina / Pete**

#### 10. **AOB**

Noted that planning needs to start soon for outdoor range.

Previously installed struts on front of shooting shed to put up cover – may no longer be needed with reduced footfall in wet weather due to indoor range.

All those who attended the first aid course on Sunday (12<sup>th</sup>) were thanked for their attendance – it put the club in a good position.

Safeguarding officer has booked a course. To link with treasurer for funding.

11. **Date of Next Meeting – Monday 15 April 19.30**

12. **Proposed EGM – Tuesday 19 March 19.30**

Signed

Dated

Agreed 14/05/2024