

THE ENGLISH SMALL-BORE SHOOTING UNION

CONSTITUTION

Adopted at the Annual General Meeting 12 August 1979

As amended:

1980	AGM	In paragraph 2 a& b - Match Cross Bow included
1984	AGM	In paragraph 11 - Quorum for General Meetings reduced from 25 to 15 members
1983	AGM	Articles 5, 6, 8, 9, 12 & 19 amended
1991	AGM	Article 7 amended
2001	AGM	Article 5 amended to delete sentence "all of whom shall be elected from the Retiring Committee"
2012	AGM	Articles 2, 4, 7, 8, 9 & 10 amended New Articles 3 & 4 added Former Articles 3, 4, 7, 10, 11 & 12 renumbered
2013	AGM	Article 5 amended New Article 9 added (adopted from ETSF)
2017	AGM	Articles 4 and 9(1). Wording changed to refer to NSRA and ESSU respectively instead of ETSF
2020	AGM	Article 4 Wording change from Protection to Safeguarding, and policy statement Article 8.2 Officers tenure changed from three to four years. Article 8.5 Co-opted members now allowed to vote. Article 11 Changes to frequency of notices required for AGM
2023	AGM	Article 5. Residency requirement changed to 3 years.
2025	AGM	Article 13. Procedure if meeting not quorate

1. **TITLE**

The Union shall be called the ENGLISH SMALL-BORE SHOOTING UNION.

2. **OBJECTS**

a) The object of the Union shall be to encourage and facilitate the development of skill and participation in all forms of small-bore, airgun and match cross bow shooting amongst English nationals.

b) The Union shall have sole responsibility for the selection and appointment of English small-bore, air gun and match cross bow shooting teams.

3. **EQUITY IN SPORT**

The Union shall be managed in accordance with the Equity Policy issued by the English Target Shooting Federation of which it is a constituent body. This statement is a commitment to provide equal opportunities for all in the shooting disciplines under its jurisdiction.

4. **SAFEGUARDING OF CHILDREN AND VULNERABLE ADULTS**

The ESSU take Safeguarding of children and vulnerable adults very seriously and are committed to preventing and reducing harm where possible. The ESSU's safeguarding approach is led by British Shooting and follows the NSPCC Child protection in sport guidance. The ESSU will keep current with Safeguarding best practice including regular reviews and reserve the right to develop the safeguarding policies and practices in line with best advice, as those change.

5. **MEMBERSHIP**

Membership of the Union shall be open to any individual who qualifies as English by virtue of:

- Birth
- Parental descent
- Residence for a minimum continuous period of not less than three years

6. **AFFILIATIONS**

The Union shall be affiliated to such bodies as the Committee shall deem necessary.

7. **OFFICE BEARERS AND OFFICERS**

A President, Vice-Presidents and Honorary Life Members may be elected by the Membership on the proposal of the Committee. The Officers shall be a Chairman, Vice-Chairman, Honorary Secretary, and Honorary Treasurer.

8. **MANAGEMENT**

- 8.1 The general management of the Union shall be by a Committee consisting of the Officers and six General Committee members. All the above shall be elected by Ballot if the number of nominations received exceeds the number of available committee posts. They shall take office immediately after the AGM.
- 8.2 The Officers shall serve for a period of four years and retire in rotation following completion of the four-year term, starting with the longest serving. They may be re-elected or re-appointed.
- 8.3 The General Committee members will retire each year at the AGM. They may be re-elected or re-appointed.
- 8.4 Committee vacancies may be filled by the Committee, the person so appointed holding office only until the end of the next Annual General Meeting.
- 8.5 The Committee shall have power to co-opt additional persons having specialist knowledge
- 8.6 A member of the Committee may hold more than one office but shall have only one vote.
- 8.7 A member of the Committee shall cease to hold office if he or she:
 - 8.7.1 Ceases to be a full current member of the Union; or
 - 8.7.2 Becomes incapable by reason of mental disorder, illness or injury or managing and administering his or her own affairs; or
 - 8.7.3 Is absent without explanation to the Committee from two consecutive meetings and the Committee resolve that his or her office be vacated; or

- 8.7.4 Gives to the Committee notice that he or she wishes to resign with effect from a date at least one month after the date of the notice (unless there are exceptional reasons for shorter notice), but only if at least five members of the Management Committee remain in office when the notice of resignation is to take effect.

9. COMPLAINTS AND DISCIPLINARY PROCEDURE

- 9.1 In the event that the Union is required to deal with any disciplinary matter, it will do so in accordance with the terms of the Complaints and Disciplinary Procedure issued by the English Small-bore Shooting Union
- 9.2 The Union may refuse to renew membership or expel from membership only for good and sufficient cause, such as conduct or character likely to bring the Union or Sport into disrepute. An appeal against such a decision may be made in accordance with the Procedure referred to in 9.1 above.

10. BUSINESS YEAR

The business year of the Union shall begin on the 1st February and end on 31st January.

11. MEETINGS

11.1 Committee Meetings

- 11.1.1 The Committee shall normally meet four times during each year.
- 11.1.2 The Secretary shall convene meetings by giving ten days' notice in writing by post or e mail to everyone entitled to attend.
- 11.1.3 At such meetings, the Chairman shall have a casting vote

11.2 Annual General Meeting

- 11.2.1 The Annual General Meeting shall be held no later than 30th September in each year. All full members are entitled to attend and they shall be entitled to vote with one vote each. At least 28 days' notice of such meeting shall be given to all Members entitled to attend. The business of the AGM shall be:
- 11.2.1.1 To approve the Minutes of the previous Annual General Meeting.
- 11.2.1.2 To receive the Report of the Chairman.
- 11.2.1.3 To receive the Treasurer's Report and Statement of Accounts for the year.
- 11.2.1.4 To elect Officers due for election, General Committee members and Honorary Life members as required
- 11.2.1.5 To appoint the Hon. Auditors.
- 11.2.1.6 To receive a report regarding the status of the ESSU safeguarding policy

- 11.2.1.7 To decide upon such resolutions as have been proposed in accordance with paragraphs 11.3 and 11.4 below.
- 11.3 Any member wishing to submit nominations for the election of Officers and General Committee Members at the AGM shall complete a nomination form available on the Union's website and forward it to the Hon. Secretary not later than 21 days before the AGM. All nominations must be seconded by one other member and contain the signed acceptance of nomination by the candidate.
- 11.4. All requests to table motions at the AGM must be forwarded to the Secretary in writing not later than 21 days before the AGM and be seconded in writing by two other members.
- 11.5 The Committee may also submit both nominations and motions.
- 11.6. The agenda shall be distributed by post or e mail to all members not less than 14 days prior to the AGM.
- 11.7 Completed Ballot Papers must be returned not less than 7 days before the AGM.

12 **SPECIAL GENERAL MEETINGS**

On the application in writing to the Secretary, signed on behalf of at least twenty members, a Special General Meeting shall be called within 28 days and the members shall have at least 14 days' notice thereof. The Chairman, Secretary or Committee shall also have the power to call a Special General Meeting subject to similar notice. No business shall be transacted at any Special General Meeting save that stated in the Agenda.

13. **QUORUM**

The Quorum for General Meetings shall be 15 members and that for Committee Meetings shall be five Committee Members.

If after 30 minutes from the time stated for the commencement of the Meeting there are still insufficient Members present to form a quorum, the Meeting shall be adjourned to another time and place.

The adjourned Meeting shall take place within 42 days of the date of the original Meeting, or as soon after as is practicable. If at the adjourned Meeting there are insufficient Members present to form a quorum, the Meeting will proceed after a delay of 30 minutes.

14. **FINANCE**

The subscription shall be such other sum as the Committee shall from time to time decide. The Hon. Treasurer is empowered to pay all expenses bona fide incurred in the running of the Union.

15. **LIABILITY**

The members of the Committee are hereby individually indemnified against any claim or demand in respect of any liability properly and bona fide incurred on behalf of the Union.

16. **ALTERATIONS / AMENDMENTS TO CONSTITUTION**

No alterations of or additions to the Constitution shall be made without the sanction of a General Meeting and no alterations or additions shall be valid without the support of at least two thirds of those present at the General Meeting.

17. **INTERPRETATION**

Any matter not covered by the Constitution and any question of its interpretation shall be dealt with by the Committee.

18. **WINDING UP**

In the event of the winding up of the Union the assets shall not belong to the members but will be passed over after the settlement of any outstanding debts to the Commonwealth Games Council for England for the benefit of English Small-bore Shooting teams.

19. **BYELAWS**

The duties of the office Bearers, Officers and Committee together with the procedures for the day-to-day running of the Union shall be set out in the Bye Laws. The Committee shall have the right to establish and to change the Byelaws from time to time as required. Copies of the Byelaws shall be available to the members. Additions to and alterations of the Byelaws shall be reported to the Members.

20. **HONORARY LIFE MEMBERSHIP**

The Union shall have the power to confer Honorary Life membership upon Members who have given outstanding service to the Union. Such Honorary Life Membership shall be conferred by the Membership on the proposal of the Committee.