

# SCOTTISH ARCHERY ASSOCIATION BYE – LAWS

ADOPTED 31<sup>ST</sup> MAY 2014

## INDEX

SUBJECT	Bye Law
Definitions	1
Membership	2
Fees	3
Championships	4
Areas	5
Clubs	6

  

Amended	AGM Nov 2015	Paras	2.1.4 & 3.5
Amended	AGM Nov 2016	Paras	

## 1 Definitions

### 1.1 In these bye-laws of the SAA the following words shall have the following meanings:

1.1.1 "Articles" means articles of association of the SAA;

1.1.2 "Bye-laws" means these bye-laws of the SAA which cannot be amended, altered or repealed without due consultation with the membership or in accordance with the articles of association.

1.1.3 "SAA" means the Scottish Archery Association (Company Number SC389745) a company incorporated under the Companies Act 2006 and having its Registered Office at Glenearn Cottage, Edinburgh Road , PORT SETON, EH32 OHQ;

### 1.2 Words and expressions which have a particular meaning in the Articles shall have the same meaning in these Bye-laws, unless otherwise stated. In the event of inconsistency between these Bye-laws and the Articles, the terms of the Articles shall apply.

## 2 Membership

### 2.1 The Fee Paying Categories of Members shall be as follows:

2.1.1 "Direct Member Senior (25 and over)" Any person who has paid the appropriate subscription fee and is over the age of 25 shall be eligible to apply for admittance as an Direct Member of SAA;

2.1.2 "Direct Member Senior (18 to 24 inclusive)" Any person who has paid the appropriate subscription fee and is between the ages of 18 and 24 inclusive shall be eligible to apply for admittance as a Direct Member of SAA;

2.1.3 "Club Member Senior (25 and over) " Any person over the age of 25 who has paid the appropriate subscription fee and who is a registered member of an SAA affiliated Club shall be eligible to apply for admittance as an Associate Member of SAA;

2.1.4 "Club Member Senior (18 to 24 inclusive)" Any person who has paid the appropriate subscription fee and is between the ages of 18 and 24 inclusive shall be eligible to apply for admittance as an Associate Member of SAA

2.1.5 "Junior Member" Any person who has paid the appropriate subscription fee and is under the age of 18, shall be eligible to apply for admittance as a Junior Member of SAA - a junior who reaches the age of 18 during the last year of his Junior Membership shall be entitled to a vote at a General or Annual General Meeting held after that date;

2.1.6 "Senior Member" Any person who has paid the appropriate subscription fee and is over the age of 60 shall be eligible to apply for admittance as a Senior Member of SAA;

- 2.1.7 “Family Members” Two or more members of the same family or partners residing at the same address and one of whom must be an Direct Member or an Associate Member
- 2.1.8 “Life Member” Any member who the Board has previously granted such status, may be a Life Member of the SAA;
- 2.1.9 “Archers with Disabilities” Any person of any age who has a disability, paid the appropriate subscription fee and who is a registered member of an SAA affiliated Club shall be eligible to apply for admittance as an Associate Member of SAA; and
- 2.1.10 “Junior /School / Scout Troop Clubs” Any person under the age of 18 who has paid the appropriate subscription fee and who is a registered member of an SAA affiliated Junior, School or Scout Troop Club shall be eligible to apply for admittance as a Junior Member of SAA - a junior who reaches the age of 18 during the last year of his Junior Associate Membership shall be entitled to a vote at a General or Annual General Meeting held after that date;
- 2.1.8 “University Student” Any University Student may affiliate to SAA and shall pay an appropriate subscription fee as determined by the Board and ratified at an AGM. Each member shall have the responsibility of ensuring the affiliation fee is paid timeously.

For SAA purposes, a Student Club is defined as a club where all the members are students matriculated within one university or college within Scotland.

A Student Member who reaches or is over the age of 18 during Membership shall be entitled to a vote at a General or Annual General Meeting held after that date.

Any student who is under 18 cannot vote at a General or Annual General Meeting

### 3 Fees

- 3.1 Subscription fees shall be payable by all Members (except Life members as noted below in bye-law 3.7) in accordance with these Bye Laws and such fees will be set at an Annual General Meeting of SAA
- 3.2 Each Junior Student / Student and Club and School / Scout Troop Club shall pay a single fee in respect of all of their members who are registered Members.
- 3.4 All other affiliated Clubs shall submit fees on behalf of their Members.
- 3.5 If one Associate or Direct Member (as defined in these Bye-laws) of a household pays membership fees at the full rate for that category, then one

further Associate or Direct Member and all Junior Members within that household shall pay fees at the reduced rate of 50% of the annual subscription fee set by SAA for Associate or Direct Members.

- 3.6 Senior members (over 60 years of age) shall pay a fee at the reduced rate of 75% of the annual subscription fee set by SAA for Associate members.
- 3.7 Life Members shall receive free Membership of the SAA so long as they continue to affiliate to Archery GB for the appropriate fee payable to Archery GB.
- 3.8. PRO RATA FEES

Where a new Member joins SAA, either as a Direct Member or as an Associate Member through an affiliated Club after the 1st October of any year, they will pay SAA fees on a pro rata basis as set out hereafter :-

- 3.8.1 If joining between 1st October and 31st March, the Member shall pay the full annual membership fee set by SAA;
- 3.8.2 If joining between 1<sup>st</sup> April and 30<sup>th</sup> September the Member shall pay 50 % of the annual membership fee set by SAA;

- 3.9 Pro Rata fee rates are only available to new members or returning members whose membership has lapsed for at least 18 months.

Where there are exceptional circumstances (accident, ill health, bereavement or similar) associated with lapse of membership the Director of Membership Services, at his sole discretion, may authorise a pro rata fee when the member rejoins.

#### 4 Championships

- 4.1 The SAA shall use all reasonable endeavours to hold annual Scottish indoor and outdoor championships.
- 4.2 The Board shall co-operate with Archery GB and regional archery bodies with a view to supporting and/or promoting international and national championships.
- 4.3 Archers selected to represent the SAA in team matches must comply with any terms and conditions as defined by the Board.

#### 5 Areas

- 5.1 Each SAA affiliated Club shall be affiliated to the Area in which it is located, as defined in Bye-law 5.9. Any geographical area not covered by an Area shall be administered where necessary directly by the SAA. However, Areas shall not be Members of the SAA.

- 5.2 The Board shall have power (after consultation with the Area or Areas directly concerned, if determined by the Board to be required) to alter the boundaries of the Areas or create one or more new Areas.
- 5.3 The Areas shall be self governing, with power inter alia to determine their own constitution (which must be approved by the SAA), to elect their own officers and committee, to hold Area championships and other events and generally take such measures as may be conducive to the promotion and encouragement of archery within their respective Areas provided that they shall comply with the Rules.
- 5.4 Subject to the further terms of this Bye-law 5 no archer may shoot for more than one Area during a subscription year.
- 5.5 A Member whose SAA membership fee is paid for by a Club shall shoot for the Area in which the Club is located.
- 5.6 Any Senior Member or Junior Member, who is not a member of a Club, wishing to shoot for a particular Area shall notify the SAA through the secretary of the appropriate Area.
- 5.7 If, following payment of the appropriate SAA subscription fee, a Member becomes a member of a new Club situated in a different Area, he or she may, by notifying the SAA and the Area secretaries as appropriate, shoot for the new Area.
- 5.8 Within Scotland, a Member may belong to, and shoot for, more than one Club in any one given discipline in any one subscription year, but the Club through which the Member's SAA annual affiliation fee is paid shall be the first claim Club. Only with the consent of the first claim Club, may a Member represent another Club at any Club or inter-Club event. At Area, Regional or National events, the Member may only represent the first claim Club.
- 5.9 The Areas are currently defined as
  - 5.9.1 The Eastern Area is defined as that part of Scotland formed by the following Scottish Council areas, or their successors: Dundee City Council; City of Edinburgh; Clackmannanshire, East Lothian; Falkirk; Fife; Midlothian; Perth and Kinross; Scottish Borders; Stirling; and West Lothian
  - 5.9.2 The Northern Area is defined as that part of Scotland formed by the following Scottish Council areas, or their successors: Aberdeen City; Aberdeenshire; Angus; Highland; Moray; Orkney; Shetland; and Western Isles; and
  - 5.9.3 The Western Area is defined as that part of Scotland formed by the following Scottish Council areas, or their successors: Argyll and Bute; Glasgow City Council; Dumfries and Galloway; East Ayrshire; East Dunbartonshire; East Renfrewshire; Inverclyde; North Ayrshire; North Lanarkshire; Renfrewshire; South Ayrshire; South Lanarkshire; and West Dunbartonshire

6 Clubs

- 6.1 Clubs shall not be members of the SAA but may become affiliated to the SAA. Any Club wishing to become affiliated with the SAA shall complete an application for affiliation in a form approved by the Board from time to time and submit such application to the SAA.
- 6.2 The categories of Clubs shall be as follows (or as otherwise determined by the Board and ratified by the Members at an AGM):
- 6.2.1 “Junior Club” - A Junior Club may affiliate to the SAA and shall pay a fee as determined by the Board and ratified at the AGM. Each member shall have the responsibility of ensuring his/her affiliation fee is paid timeously.
- 6.2.2 “Student Club” - A Student Club may affiliate to the SAA and shall pay a fee as determined by the Board and ratified at the AGM. Each member shall have the responsibility of ensuring the affiliation fee is paid timeously.
- For SAA purposes, a Student Club is defined as a club where all the members are students matriculated within one university or college within Scotland..
- 6.2.3 “Disabled Club” – Disabled Clubs may affiliate to the SAA and shall pay a fee as determined by the Board and ratified at the AGM. Each member shall have the responsibility of ensuring his/her affiliation fee is paid timeously.
- 6.2.4 “Open Clubs” –Such other Clubs as may be affiliated to the SAA on terms as shall be determined by the Board and ratified by the members at the AGM.
- 6.3 Individual members and all members (apart from junior and student members under the age of 18 years) of the above categories of clubs shall be considered individual members of the Company and have full voting rights.
- 6.4 Clubs shall administer their own affairs in accordance with their own constitution, and subject to the jurisdiction of their Area, SAA and Archery GB, and each Club shall abide by the Rules (including the Archery GB Shooting Administrative Procedures) and the Articles. A member of a Club affiliated to the SAA will be eligible to represent Scotland subject to any residency rules that may be in place from time to time or any of its areas in competitions and will be eligible to claim a Scottish record.
- 6.5 An individual who is a member of a Club but not a Member of the SAA may apply to become a Member of the Company in accordance with the Articles.
- 6.6 A member of a Club, which does not affiliate to the SAA, will not be eligible to represent Scotland or any of its areas in competitions and will not be

eligible to claim a Scottish record, unless such member is also a Member of the Company. In addition they will not be covered by any of the SAA policies, including the Protection of Vulnerable Groups Policy, in force from time to time.

6.7 Each Club affiliated with the SAA:

6.7.1 may be requested to nominate a representative to serve on any committee established by the Board where required, and may replace such representative if necessary;

6.8 Tournament organisers must :-

6.8.1 submit the fixture list levy (due from any Club or members holding open shoots) to the SAA Judge Liaison Officer at the time of requesting confirmation of Judge availability for any open shoot held by the organiser and

6.8.2 submit one copy of the result sheet of any open competition detailed on the SAA calendar to the SAA as soon as is reasonably practicable following such a shoot and always within 14 days of competition.

6.9 Each Club affiliated with the SAA shall be responsible for complying with all relevant legislation in force from time to time, including but not limited to, Data Protection and Protection of Vulnerable Groups legislation.

First adopted on 31<sup>st</sup> May 2014 at an Extraordinary General Meeting.