

# BYE-LAW PURSUANT TO ARTICLES 34 & 52 OF THE ARTICLES OF ASSOCIATION OF THE CLAY PIGEON SHOOTING ASSOCIATION LIMITED COMPANY NUMBER 3146770

**COUNTY COMMITTEE BYE-LAWS [adopted at a General Meeting on the 21st March 1998 and amended at the AGMs held on 20th March 1999, 26th March 2011, 29<sup>th</sup> March 2014, 28<sup>th</sup> March 2015 & 19<sup>th</sup> March 2016.]**

## TITLE

1. The ...(insert CPSA County name) ...County Committee of the ...(insert Region name)...Region of the C.P.S.A.

## AIMS

2. [a] To promote the sport of clay target shooting within the County.  
[b] To advise and assist on all matters relating to clay target shooting within the County.  
[c] To allocate the various County championships.  
[d] To arbitrate on any disputes that may from time to time arise in the County which may be referred to the County Committee (the Committee) by Clubs or Individual members within the County (save that any dispute falling within the ambit of the disciplinary procedure provided for in the Articles of the Clay Pigeon Shooting Association Ltd. (C.P.S.A.) shall be dealt with as therein provided and not by the Committee).  
[e] To define, publish and operate an acceptable selection procedure for the various County teams.  
[f] To advise and assist the Board of the C.P.S.A. , via the Regional Committee, of the requirements and state of the sport within the County.  
[g] To elect two representatives to serve on the above Regional Committee in accordance with these bye-laws.

## STRUCTURE

3. The Committee shall consist of no fewer than five members and no more than thirteen, to include a Chairman, Vice-Chairman, Secretary and Treasurer (hereinafter called the Officers). A member may hold more than one Officer role e.g. Vice-Chairman and Treasurer. The Committee shall have the power to co-opt such additional members up to the maximum number of thirteen and may allow such co-opted members the power to vote. In the event of an Officer of the Committee resigning the Committee shall have the power to appoint a replacement, either from within their number or by co-option. Only those members duly elected at the County Annual General Meeting (CAGM), or subsequently co-opted, may attend the County Committee meetings (save that Officers of the Board, i.e. Chairman and Deputy Chairman, their appointed representatives and the Regional Director for the Region, shall be ex-officio members of the Committee). The Committee shall meet a minimum of three times in any calendar year. C.P.S.A. members who wish to sit in attendance to observe may be allowed to do so, if, within the duly elected Committee, there is a majority in favour. Four members of the Committee shall constitute a quorum. Minutes of all County Committee meetings shall be supplied to the CEO and/or Regional Secretary on request. All members of the County Committee (except the ex-officio members) shall retire at the CAGM next following their election and may be eligible for re-election.

## QUALIFICATIONS

4. Officers and Committee members, other than ex-officio members, must reside within the County and must be Individual, paid up, members of the C.P.S.A. All must be of 16 years of age or over.

## ELECTIONS

5. [a] To the County Committee:  
Nominations for election to the County Committee may be made from the floor of the CAGM or in writing to the County Secretary prior to that meeting. Nominations may only be made by Individual, paid up, C.P.S.A. members resident within the County. When more than one nomination is received for an Officer of the Committee or when more than thirteen nominations are received for membership of the Committee a vote shall be taken at the CAGM. All elections will be on the basis of "one vote per member per post ". Only Individual, paid up, members of the C.P.S.A., resident in the County and present at the meeting shall be entitled to vote. Voting may be by show of hands or by ballot according to the will of the meeting. Elected Officers and Committee members shall hold office from the end of the CAGM.  
[b] To the Regional Committee:  
The County Committee has the representation of two of its members on the Regional Committee. Nominations for these two positions may be made from the floor of the CAGM or in writing to the County Secretary prior to that meeting. When more than two persons have been nominated an election shall be made by voting at the CAGM as per [a] above. Those so elected shall represent the County Committee as from the end of the next following Regional AGM in place of the two previous representatives. Retiring County Committee representatives may be eligible for re-election if they have been re-elected as County Committee members for the forthcoming year. In the event of either representative vacating their position, for whatever reason, the County Committee shall have the power to appoint a replacement.

## EXPENSES

6. Unless previously agreed by the Committee it is understood that all members' activities for the County shall be on a purely voluntary basis.

## GENERAL MEETINGS

7. [a] Only Individual, paid up, members of the C.P.S.A. resident within the County shall be entitled to attend the County Committee AGM and shall be entitled to speak and, with the exception of members under 16 years of age, shall have the right to stand for office and to vote.

Officers of the Board, their appointed representatives and the Regional Director for the Region shall be entitled to attend, but not to vote, at all County Committee meetings and County General Meetings. The Regional Director shall be entitled to vote if he/she is resident within the county and a duly elected member of the Committee under clause 5[a] above.

[b] The CAGM shall be held in the month of January(or as soon thereafter as possible so long as it is not held fewer than 7 days prior to the Regional Committee Annual General Meeting) at a venue to be determined by the County Committee. A County Committee may agree at its AGM to hold an earlier AGM in succeeding years to suit the convenience of its members.

[c] The Committee may decide to call a County General Meeting (CGM) at such time and place and for the determination or consideration of such matters as it thinks fit and shall give at least 21 days' notice from publication date in the Association's magazine PULL!, or on the CPSA website with the sanction of the Board, of the date, time, venue and agenda to all members resident in the County and entitled to attend and vote at such General Meeting. No other matter(s) may be voted on at the CGM.

[d] On a petition signed by no fewer than sixteen Individual C.P.S.A., paid up, members resident within the County being presented to the County Secretary, detailing the matter(s) to be considered, a CGM shall be called forthwith but giving at least 21 days' notice from publication date in the Association's magazine PULL!, or on the CPSA website with the sanction of the Board, to consider the matter contained therein. No other matter(s) may be voted on at the CGM.

#### FUNDS

8. The Committee shall have a bank account designated the "... (enter county name)..:"County Committee of the C.P.S.A." and the Treasurer shall keep and present to the CAGM true and proper accounts of the Committee's receipts and expenditure prepared with a year of account ending the 31st December each year or on another suitable date agreed to at an earlier CAGM. Such accounts shall have been previously reviewed by a person approved by the Regional Committee and copies shall be available to members at the CAGM. Cheques to be drawn on the Committee's account must be signed by either Chairman or Vice-Chairman and Treasurer. In the event of the County Committee ceasing to exist, for whatever reason, all funds remaining will be passed immediately to Head Office where they will be designated (ring-fenced) in the Association's bank account until such time as the County Committee reforms whereupon they shall be returned to the Committee.

#### POWERS

9. The Committee shall have the power to make such rules as they consider will be conducive to the good of the C.P.S.A. members and the management of the sport within the County, but subject always to the decisions of the Board or instructions there from. All such rules or alterations to them shall be presented to the next CAGM for ratification.

#### ALTERATIONS TO BYE-LAWS

10. [a] Alterations to these bye-laws may only be made by the Board, but they shall be subject to the approval of the next Annual General Meeting of the C.P.S.A. in accordance with the company's Articles of Association. Whenever possible proposed alterations to these bye-laws shall be published in Pull! or on the Association's website with the notice calling the AGM.

[b] These bye-laws are intended to govern the members in the organisation of the C.P.S.A. activities within the County and shall be read in conjunction with, and subject to, the bye-laws of the Regional Committee and shall operate in so far as is consistent with the same but in case of inconsistency the bye-laws of the Regional Committee or, ultimately, the Articles of the C.P.S.A. shall prevail.