

# Newark and District Piscatorial Federation

## Constitution

### 1 Title

- 1.1 The organisation shall be called Newark and District Piscatorial Federation, hereafter to be referred to as "The Federation" and shall be affiliated to the Angling Trust.

### 2 Objectives

- 2.1 To foster and promote the sport of angling in general whilst serving the interests of the Federation's members in particular by acquiring waters, protecting fish stocks and preserving privileges and rights of access thus providing opportunities both for recreation and for competition.
- 2.2 To promote and encourage best practise in terms of fish welfare and the protection and conservation of the angling environment and its ecology.
- 2.3 To maintain a commitment to the fair and equal treatment of all anglers irrespective of ethnic origin, gender, sexual orientation, age or social status.

### 3 Membership

- 3.1 The following persons are eligible to apply for membership:

3.1.1 Membership of The Federation shall be open to any person, having completed a membership application form and paid the relevant subscription as determined by the Annual General Meeting of Federation Members.

3.1.2 In applying for membership, a person shall be deemed to be accepting the rules of The Federation, all relevant national legislation and any local byelaws.

3.1.3 No person barred from Federation waters may apply for membership until such a bar has expired or been lifted.

3.1.4 Full Members shall reside within 8 miles of Newark as defined on the Federation website; Associate Members are defined as living outside of this area.

- 3.2 The following classes of membership shall be available:

3.2.1	Full Member (Senior)	65 or older at date of application
3.2.2	Full Member (Adult)	18 to 64 at date of application
3.2.3	Full Member (Junior)	Under 18 at date of application
3.2.4	Associate Member (Adult)	18 to 64 at date of application
3.2.5	Associate Member (Junior)	Under 18 at date of application
3.2.6	Honorary (Life) Member	Proposed/agreed at AGM

- 3.3 Membership of The Federation shall be on an annual basis with the Federation year commencing on 1<sup>st</sup> April.  
The Federation's financial year ends 31<sup>st</sup> March.
- 3.4 Associate Membership numbers shall be set by Committee and will be available on a first come, first served basis each year. Full Membership shall always remain open and shall not be subject to a cap on numbers.
- 3.5 Full details of membership procedures and current prices shall be displayed on the Federation website.

## 4 **Officers**

- 4.1 The Principal Officers of The Federation shall comprise:

President		Non-Executive Officer
Chairperson	}	
Vice-Chairperson	}	Executive Officers being
Secretary	}	the Executive Committee
Treasurer	}	

Up to 12 other Non-Executive Officers being paid-up, Full Members of The Federation.

- 4.2 All Officers to have equal and full voting powers. The Chairperson has the casting vote in the event of a tie.

## 5 **Election of Officers**

- 5.1 The President, Chairperson, Vice-Chairperson shall be elected each year at the Annual General Meeting of The Federation by a simple majority of the eligible persons present.
- 5.2 The Secretary and Treasurer shall be appointed by the Committee on terms agreed by the Committee.
- 5.3 Non-executive Match Secretary and Match Bookings Secretary shall be appointed by the Committee on terms agreed by the Committee.
- 5.4 All other non-executive Officers shall be elected for a period of three years, but may be re-elected to the same office or another office at the end of their tenure.
- 5.5 Four Trustees shall be appointed by the Committee to act legally and financially on behalf of The Federation. The Secretary and the Treasurer are eligible to also be Trustees of The Federation.

## 6 General Committee

- 6.1 The affairs of The Federation shall be controlled by a General Committee [hereafter 'the Committee'] comprising the Executive Officers, Non-Executive Officers and elected Full Members.
- 6.2 The Committee shall meet on the second Wednesday of each month at a time and venue to be agreed. [Currently, the Rose and Crown, Balderton at 20:00]
- 6.3 A minimum of 6 eligible attendees including at least 2 Executive Officers shall be required to form a quorum at General Committee meetings.
- 6.4 The duties of the Committee shall be:
- 6.4.1 To manage the affairs of The Federation on behalf of Members.
  - 6.4.2 To keep accurate accounts of the finances of The Federation through the Treasurer. These should be available for reasonable inspection by Full Members and should be audited before every Annual General Meeting. The Club shall maintain sufficient bank accounts and the following Officers shall be authorised to sign Federation cheques (2 signatures required):
    - Treasurer
    - Secretary
    - Chairperson
    - A nominated non-executive Officer
  - 6.4.3 To co-opt additional Full Members to the Committee as is necessary for specific purposes. Co-opted members shall not be entitled to a vote on the Committee.
  - 6.4.4 To review, amend or create any rules of The Federation in order to best manage the fishing and waters held by The Federation.
  - 6.4.5 To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairperson shall be entitled to an additional casting vote.
  - 6.4.6 To initiate and manage the disciplinary procedure including the barring of members and non-members as appropriate.
  - 6.4.7 The Officers and Trustees shall be empowered to deal with urgent and/or confidential matters as they arise. Such action shall be reported to the Committee as soon as practical and any financial matters shall be ratified by the Committee before any liability is incurred, again, where practical to do so.

## 7 Annual General Meetings

- 7.1 The Annual General Meeting of The Federation shall be held in April each year.
- 7.2 A minimum of 30 days notice shall be given to Members of the Annual General Meeting via the Federation website.

- 7.3 Full Members must advise the Secretary in writing of any business to be moved at the Annual General Meeting by the end of February preceding the meeting.
- 7.4 The Secretary shall circulate the agenda for the meeting to Members not less than 7 days before the meeting via The Federation website.
- 7.5 The business of the Annual General Meeting shall be to:
  - 7.5.1 Confirm the minutes of the previous Annual General Meeting.
  - 7.5.2 Receive and approve the audited accounts for the year from the Treasurer.
  - 7.5.3 Receive annual reports from the Secretary and other Officers as appropriate.
  - 7.5.4 Elect 2 auditors.
  - 7.5.5 Elect the Officers of the Club (i.e. President; Chairperson and other General Committee Members).
  - 7.5.6 Review Club subscription rates and agree them for the next Federation year.
  - 7.5.7 Transact such other business received in writing by the Secretary from Full Members prior to the meeting and included on the agenda.
- 7.6 Nomination of candidates for election as Officers shall be made in writing to the Secretary at least 14 days in advance of the Annual General Meeting date. Nominations can only be made by Full Members and must be seconded by another Full Member.
- 7.7 Special General Meetings may be convened on receipt by the Secretary of a request in writing, from not less than 4 persons being Officers or Full Members of The Federation. At least 21 days notice of the meeting shall be given.
- 7.8 At Annual General Meetings, the chair will be taken by the Chairperson or, in their absence, by the Vice-Chairperson or by a deputy appointed by those attending the meeting.
- 7.9 Decisions made at an Annual General Meeting shall be by a simple majority of votes from those Officers and Full Members attending the meeting. In the event of equal votes, the Chairperson shall be entitled to an additional casting vote.
- 7.10 A quorum for an Annual General Meeting shall include a minimum of 10 Full Members and 4 Officers of The Federation including 2 from the Chairperson; Secretary and Treasurer.
- 7.11 Only Full Members shall be entitled to attend and each eligible attendee shall be entitled to one vote at Annual General Meetings. No block or proxy votes will be permitted.

## **8 Alterations to the Constitution and Rules**

- 8.1 Any proposed alterations to The Federation Constitution may only be considered at an Annual or Special General Meeting, convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a Full Member of The Federation and seconded by another Full Member. Such alterations shall be passed if supported by a simple majority of those eligible present at the meeting, assuming that a quorum has been achieved.
- 8.2 Alterations or additions to Federation Rules may only be considered at an Annual, Special or General meeting. All changes must be proposed by a Full Member of The Federation and seconded by another Full Member. Such alterations shall be passed if supported by a simple majority of those eligibly present at the meeting, assuming that a quorum has been achieved.
- 8.3 In exceptional circumstances, where the interests of The Federation, its Members or its fisheries are at imminent risk, the Executive Officers of The Federation may enact immediate, emergency changes to the Constitution and/or Rules. All such changes must be put to Committee for ratification at the next appropriate meeting – General Committee Meeting for Rule changes; Annual General Meeting for Constitution changes.

## **9 Disciplinary Procedures**

- 9.1 Members whose conduct is inappropriate or who decline to abide by any of the Rules or Bylaws may be expelled or suspended by a resolution passed at a meeting of the Disciplinary Subcommittee.
- 9.2 The Disciplinary Subcommittee shall comprise of any 2 Executive Officers plus any 2 Non-Executive Officers of The Federation and be convened as and when required.
- 9.3 The decision taken by the Disciplinary Subcommittee shall be communicated in writing to the Member concerned.
- 9.4 Members shall have the right to appeal in person to the Executive Committee with regard to any decision affecting themselves, provided that notice of such appeal be submitted to the Secretary, in writing, within fourteen days of notification of the original decision.

## **10 Dissolution**

- 10.1 If at any General Meeting of The Federation, a resolution be passed by more than two-thirds majority calling for the dissolution of the Club, the Secretary shall immediately convene a Special General Meeting of The Federation to be held not less than one month thereafter to discuss and vote on the resolution.
- 10.2 If at that Special General Meeting, the resolution is carried by at least two-thirds of the persons eligibly present at the meeting, the Trustees and elected Principal Officers in post at the time shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of The Federation and discharge all debts and liabilities of The Federation.

- 10.3 After discharging all debts and liabilities of The Federation, the remaining net assets shall not be paid or distributed amongst the Full Members of The Federation, but shall be given or transferred to some other voluntary organisation or organisations having objectives similar to those of The Federation. The choice of such beneficiary or beneficiaries shall be agreed upon by the Trustees and Principal Officers of The Federation in post at the time.
- 10.4 The Trustees, assisted by the Principal Officers of The Federation, shall be responsible for all other matters relating to the winding-up of the Organisation. These will include but will not be limited to, closing bank accounts, taking down the website and associated email accounts, destroying or securely archiving data and documents as appropriate, terminating any contracts and subscriptions, notifying statutory bodies e.g. HMRC and finalising associated accounts and submissions thereto.



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