

BSAF 16 Constitution

1	Name	British Sea Angling Festival 16 Committee (hereinafter referred-to as BSAF16)
2	Aims and Objectives	To promote, organise and undertake an annual sea angling festival and associated activities. To provide Festival Rules to promote clarity, fairness and responsible fishing in competition.
3	Participants	Participation in the Annual Festival is open to any person over 18 years of age having an interest in sea fishing and who has completed an application form and paid the Entry Fee. A register of participants will be maintained by the Secretary. Participants are regarded as Members for the festival year for which they have applied to join, and shall abide by this Constitution and any guidelines, Festival Rules, regulations and codes of practice issued by the Committee. Participation in any event organised by BSAF16 is entirely at the participant's own risk and no liability shall attach to the Committee or its members.
4	Officers	The affairs of BSAF16 shall be conducted by a Committee which shall consist as a minimum of the Chairman, Treasurer, and Secretary, all of whom shall be Members and who shall be elected at the Annual General Meeting, and one or more of the participating skippers. The term of office of Committee Members is one year. Officers may offer themselves for re-election or if they wish to stand down must give the Committee at least one month's notice of their intention prior to the AGM, and continue to discharge their duties until the completion of that year's Festival. Nominations for officers of the committee must be sent to the Secretary prior to the AGM. If the post of any officer or other committee member should fall vacant after such an election, the Committee shall have the power to co-opt a Member to fill the vacancy until the succeeding AGM.
5	Management Committee	The Committee may co-opt other persons to a Festival Committee to carry out duties in relation to the annual festival including agreeing and advising Members of the next Festival date as soon as possible after the completion of a Festival.
6	Powers and responsibilities	The Committee will be responsible for adopting policy, codes of practice and rules that affect the organisation of BSAF16. Where appropriate and without prejudice to the aims and objectives of BSAF16 the Committee may directly or through a Member approach any commercial organisation with a view to securing sponsorship for a Festival. The Committee shall have the power to appoint a President and Vice Presidents, who may assist the Committee in an advisory capacity but will have no voting rights. The Committee will be responsible for disciplinary hearings of members who infringe the Constitution or rules/regulations/codes of practice or other guidelines, and will be responsible for taking any action of suspension or discipline following such hearings.
7	Annual and Extraordinary General Meetings	An Annual General Meeting (AGM) open to all Participants shall be held at the commencement of the festival week as notified to Members on issue of Festival details. The AGM shall: <ul style="list-style-type: none"> • Approve the minutes of the previous year's AGM. • Receive reports from the Chairman and Treasurer and approve the Annual Accounts. • Elect the officers to the Committee. • Consider any proposed changes to the Constitution. • Deal with other relevant business. All Members attending the AGM have the right to vote. Proposed changes to the constitution shall be sent prior to the AGM to the Secretary, who shall circulate at least 7 days before an AGM. The constitution will only be changed through agreement by majority vote at an AGM or EGM. An Extraordinary General Meeting (EGM) shall be called by an application in writing to the Secretary supported by at least 10% of the Members (subject to a minimum of 4 members). The Committee shall also have the power to call an EGM by decision of a simple majority of the Committee members.

8	Committee Meetings	The Committee and Festival Committee will meet as frequently as is consistent with the successful organisation of the annual festival. Meetings need not be face to face and may be carried out through any contact media agreed by its members for a particular meeting.
9	Finance	<p>The finances of the Festival will be generated from Festival Entry Fees; any donations or sponsorship raised may be used to meet costs or provide prizes etc., as the Committee shall see fit. Festival Entry Fees will be determined in advance of the Festival, and participants will be required to submit an entry form with an agreed deposit, and commit to paying the balance of the agreed fee by the date specified in the entry form. Festival fees are generally non-refundable but exceptions may be made at the discretion of the committee. Any portion of Entry Fee refundable to Participants arising from non-fishing days will be refunded at the end of the Festival.</p> <p>(a) The Treasurer will be responsible for the accounting of all finances of BSAF16. (b) The financial year of BSAF16 will run from 1st January and end on 31st December. (c) All BSAF16 monies will be banked in an account held in the name of BSAF16. (d) A statement of annual accounts will be presented by the treasurer at the AGM. (e) Payments made from BSAF16 funds should be approved in writing by the Treasurer and at least one other officer. Any cheques drawn should hold the signatures of the Treasurer and one other officer, not being a member of the same household as the Treasurer.</p>
10	Trophies	Competition Trophies will be held in the custody of the prizewinner, but shall remain the property of Looe Town Council and be returned to the Committee at the start of a new Festival Week. Engraving of cups will be the responsibility of the cupholder and carried out at his / her expense.
11	Dissolution	A resolution to dissolve BSAF16 can only be passed at an AGM or EGM through a majority vote of the membership. In the event of dissolution, all debts should be cleared with any BSAF16 funds. Any assets that remain following this will be redistributed to its Members
12	Declaration	<p>BSAF16 hereby adopts and accepts this constitution as a current operating guide regulating the actions of the Committee and Members.</p> <p>Signed: _____ Chairman</p> <p>Name: _____</p> <p>Date: _____</p>