

CONSTITUTION

1. Name of the Association

The Association shall be known as British Veterans Fencing (BVF).

2. Aims and Objectives

- a. British Veterans Fencing shall be concerned with veteran fencing (as defined below) in the area (the BVF Area) for which the British Fencing Association Ltd (BF) is the governing body of the sport of fencing ~~in~~being the British Isles (but excluding the Republic of Ireland) and its Crown Dependencies.
- b. As an Associated Body of the British Fencing Association Ltd. (BF) within the meaning of Clause 13 of the BF Articles of Association, BVF remains an independent organisation able to conduct its own affairs in compliance with the Articles of Association of BF, with the exception of those which are the responsibility of British Fencing.
- c. An annual report will be provided by the ~~Chair~~Chairman to the members of BVF with a copy to the CEO of BF within three months after the end of each Financial Year to include medal successes and highlights of the year's veterans' events and any other information deemed relevant regarding veteran fencing within the BVF Area.
- d. The objects of BVF shall be:
 - i. to publicise and promote fencing within the Veteran age groups;
 - ii. to organize such selection competitions, open competitions and matches as BVF shall determine;
 - iii. to arrange, organise and select members to represent GB at World Veteran, European Veteran and other veteran team and individual events.
 - iv. to encourage and support Home Nations to provide other national and regional events to ensure the inclusion of veteran competitions;
 - v. to promote good relationships with BF as the National Governing Body for fencing;
 - vi. to do all such other lawful actions as are incidental or conducive to the attainment of the above objectives.

3. Membership

- a.
 - i. Any person of 40 years of age or over on the 31st December in the current membership year shall, subject to the discretion of the Committee, be admitted as a member of BVF upon paying the appropriate subscription regardless of gender, disability, ethnicity, sexual orientation, religion and other ~~protected~~ characteristics and beliefs.
 - ii. All persons admitted as a member of BVF are also expected to be a member of British Fencing (discounted rates for non competing membership may be applied by BF).
 - iii. Any person who is suspended from membership of BF under the BF Disciplinary Code shall be correspondingly suspended from membership of BVF.
- b. Only current members of BVF may enter BVF championships, matches and competitions. Invitations may be

extended to overseas veteran competitors as appropriate.

c. Members of BVF are subject to the BF disciplinary code and **may be referred to the BF Disciplinary Committee.** ~~can be referred to the BF Disciplinary Committee. Any offensive behaviour, including (without limitation) racist, sexist, or inflammatory remarks or actions that breach current BF and BVF rules, protocols and/or policies, may be referred by the Committee Chairman for action under that code. Any BVF member who is not a BF member may be referred to an internal Disciplinary Committee as detailed by the Committee Chairman.~~

4. The Committee

- a. The affairs of BVF shall be conducted by a Committee which will consist of not fewer than six and not more than ten Committee members who must be members of BVF at the time of their election and at all times during their term of office.
- b. The Committee shall consist of:
 - i. Three Officers comprising of a **Chair**~~Chairman~~ of the Committee, an Honorary Secretary and an Honorary Treasurer. The duties and responsibilities of these posts are to be promulgated on the BVF Website.
 - ii. Three Portfolio Holders comprising a Domestic Fencing Officer, an International Fencing Officer and a Webmaster. The duties and responsibilities of these posts are to be promulgated on the BVF Website.
 - iii. Up to three further members who might be required for the good conduct of BVF business and whose responsibilities are assigned by the **Chair**~~Chairman~~.
 - iv. A President of BVF who, once elected by a General Meeting, will serve as a member of the Committee without the requirement for annual re-election.
- c. The Committee shall further have the power to co-opt individuals onto the Committee to fill vacancies which may arise between one AGM and the next. Such appointees shall hold office until that next AGM.
- d. Committee meetings are to be called either by the **Chair**~~Chairman~~ or the Honorary Secretary acting on behalf of the **Chair**~~Chairman~~.
- e. Committee members shall be given written notice of meetings and agenda items at least 10 days before the meeting.
- f. Documents and reports relevant to the agenda items are to be posted onto the Committee website at least 7 days before the meeting.
- g. The Committee shall meet not less than three times in each financial year. No meeting of the Committee can take a decision unless a quorum of four voting members is present. In the absence of the elected **Chair**~~Chairman~~ of BVF, an acting **Chair**~~Chairman~~ will be elected for that meeting only by those voting members present from among their number.
- h. Each voting member of the Committee present at the meeting shall be entitled to exercise one vote on any matter. On equality of votes, the **Chair**~~Chairman~~ or acting **Chair**~~Chairman~~ shall have a casting vote (in addition to his/her deliberative vote).
- i. Terms of Office. The Officers of the Committee, Portfolio Holders and other Committee members will serve for one year and can be re-elected without a time bar. The terms of office will start and finish at the AGM.

5. Annual General Meetings (AGMs)

- a. All BVF members have the right to attend and vote at the Annual General Meeting.
- b. If any BVF member is unable to attend in person, then he/she may appoint a proxy to vote in his/her name. The form for this is available on the BVF website.

- c. An Annual General Meeting of BVF shall be convened in each financial year:
- i. This will normally be held on the weekend of the first selection competition in the year, but may be held on a different date at the discretion of the Committee. However, an AGM shall not be held earlier than nine months or later than 15 months after the previous one.
 - ii. Not less than forty two days' written notice of such a meeting shall be given to all members of BVF by the Secretary. All references in this constitution to "writing" or "written notice" shall include email and other electronic media.
 - iii. A ~~disinterested~~ An Election Officer will be nominated by the ~~Chair~~Chairman from the membership, excluding those already serving as members of the Committee. His/her responsibility will be to oversee the committee elections.
 - iv. Nomination papers for election to the Committee will be made available on the website. Candidates for election must notify the Election Officer no later than 28 days before the AGM of their candidature. Each candidate must be a member of BVF and be nominated and seconded by other members of BVF.
 - v. If there is more than one nomination for any of the Committee posts, then the Election Officer will conduct a general ballot of all BVF members. This will be carried out by means of electronic voting (i.e. through the website and/or by means of such other electronic media as the Committee may approve), an electoral agency or a mixture of all these together with traditional paper voting which can be supported within the given timeframe. No votes, proxy or otherwise, will be accepted by the Election Officer after midnight on the Sunday before the AGM. The ballot will be held according to the principle of a majority vote in all cases. No voting at the AGM in person will be accepted for contested posts, but uncontested posts will be confirmed at the AGM by the ~~Chair~~Chairman.
- d. The business of the AGM will be as follows:
- i. Approve the minutes of the previous year's AGM.
 - ii. Receive Committee reports.
 - iii. Receive a report from the Treasurer and approve the examined Annual Accounts.
 - iv. Confirm the nominations for the ~~Chair~~Chairman and the Committee members for the following year.
 - v. Agree the membership fee for the following year.
 - vi. Consider any proposed changes to the Constitution validly proposed under Clause 8.
 - vii. Deal with any other business.
- e. No AGM can take a decision unless a quorum of ten members is physically present.
- f. In the absence of the elected ~~Chair~~Chairman of BVF, an acting ~~Chair~~Chairman will be elected for the AGM by those voting members present from among their number.
- g. The ~~Chair~~Chairman shall hold a deliberative as well as a casting vote at the AGM.

6. Extraordinary General Meetings (EGMs)

- a. An EGM shall be called by the Secretary within 10 days of a request in writing to that effect from the Committee or on the written request of not less than ~~1020~~ current BVF members. Any such request must set out the business to be discussed at the EGM.
- b. Such an EGM shall be held with not less than 28 days' notice at a place decided upon by the Committee or, in default, by the ~~Chair~~Chairman. An EGM should, where possible, be held during a scheduled BVF event or competition. If held elsewhere, the venue shall be selected so as to be reasonably convenient for members wishing to attend. The venue will be considered as an expense against the BVF as a whole.
- c. No business other than that set out in the written request for the EGM shall be discussed at an EGM.
- d. No EGM can take a decision unless a quorum of ten members is physically present. If any BVF member is unable to attend in person, then he/she may appoint a proxy to vote in his/her name. The form for this is available on the

BVF website.

- e. In the absence of the elected **ChairChairman** of BVF or his/her nominated representative, an acting **ChairChairman** will be elected for the EGM by those voting members present from among their number.
- f. Attendance at the EGM will be at the expense of each individual member and shall not be underwritten by the BVF Committee or BVF as a whole.
- g. A report on the meeting and its decision(s) will be published on the BVF website within 5 days of the EGM, and also placed on the agenda of the next scheduled Committee meeting.

7. Finance and Administration

- a. BVF shall hold a Bank and/or Building Society account which will be administered by the Treasurer. Payments out of the Account are to be sanctioned by a minimum of two of the following: **ChairChairman**, Honorary Secretary, Honorary Treasurer or Budget Holder.
- b. BVF's financial year will run from 1st January to 31st December.
- c. The Committee shall have the power to offer financial assistance to any team representing the BVF.
- d. All property, financial and other assets of BVF shall be vested in the **ChairChairman**, the Secretary and the Treasurer who shall hold it as bare trustees for BVF and shall acquire, manage and dispose of it in the best interests of BVF's members.
- e. The Committee shall ensure proper administration and use of funds and the submission of examined accounts annually to the AGM. Examiners of BVF accounts are to be appointed by the BVF Committee but cannot be a member of the BVF Committee.
- f. The Committee shall keep proper administrative records including minutes of Committee and General Meetings;
- g. A Committee website will be created and maintained for the purpose of recording the decisions of the Committee, the duties of the Portfolio holders, and such other information as the Committee deems relevant. Committee minutes are to be made available on the BVF website.

8. Constitution

- a. No alteration(s) or addition(s) may be made to the Constitution except at an Annual or Extraordinary General Meeting of BVF.
- b. Such alteration(s) or addition(s) must be approved by **at least** two thirds of the members voting.
- c. Notice of such alteration(s) or addition(s) must be made in writing and received by the Secretary at least twenty-eight days before the meeting at which the resolution is to be brought forward. At least twenty-eight days' notice (in the case of an AGM) or at least 10 days' notice (in the case of an EGM) of such a meeting must be given by the Honorary Secretary to all voting members and must include notice of the alteration(s) or addition(s) proposed.
- d. The BVF Committee has the right to interpret the Constitution and to settle any questions not provided for therein. The Committee shall act reasonably in doing so.

9. Dissolution of BVF

- a. If at any meeting of BVF, a resolution be passed calling for the dissolution of BVF, the Secretary shall immediately convene an EGM to be held not less than 10 days thereafter to discuss and vote on the resolution.
- b. If the resolution is approved by at least two thirds of BVF members present, including proxy votes, at the EGM, the BVF Committee shall thereupon or at such date as has been specified in the resolution proceed to realise the assets of the Association and discharge all debts and liabilities of BVF.
- c. After discharging all the debts and liabilities of BVF, the remaining assets shall not be paid out or distributed

amongst the members of BVF but shall be given or transferred to BF.

Authorised Signed by:

Chair of BVF Committee:

Gillian Aghajan ~~Date: — March 2018~~

Honorary Secretary of BVF Committee:

Marcia Stretch

Date:

26 March 2018