

## CONSTITUTION

### "THE COMMONWEALTH SHOOTING FEDERATION, EUROPEAN DIVISION"

#### 1. Title

The organisation shall be called "THE COMMONWEALTH SHOOTING FEDERATION, EUROPEAN DIVISION", herein referred to as "The Division".

#### 2. Objects

The Division is established with the following objects:-

- a) To stage Divisional Championships within the geographical locations of member bodies as agreed from time to time in accordance with the General Regulations made hereunder.
- b) To assist member bodies to promote the sport of target shooting within their countries.
- c) To educate public opinion regarding the importance of, and the benefits to be derived from, the pursuance of properly organised target shooting, and generally to encourage the sport of shooting throughout the member countries of the Division and the Commonwealth.
- d) To encourage participation by member bodies in the Commonwealth Shooting Federation Championships.

#### 3. Finance

- a) The income and property of the Division shall be applied solely towards the promotion of the Objects of the Division as set out herein.
- b) An account shall be kept of the income, expenditure and assets of the Division. Such account shall be presented to the members on the occasion of each General Meeting.
- c) Auditors shall be appointed from time to time at General Meetings to examine the accounts to ensure their fairness and correctness. Such auditors may be professional accountants or others at the discretion of the Meeting.
- d) The Financial period of the Division shall end three months prior to the General Meeting at which accounts are to be presented.
- e) Member bodies shall pay such subscriptions as may be determined in General Meeting from time to time.

#### 4. Membership

Membership of the Division shall be open to the recognised shooting authority from each constituent Member country of the Commonwealth that is a member of the Commonwealth Shooting Federation and whose national Commonwealth Games Association is assigned to the European Division of the Commonwealth Games Federation (the "member bodies"). PROVIDED THAT the Commonwealth Shooting Federation reserves the right to assign member bodies to other divisions and, in such an event, the Division will respect and accept such re-assignment.

When this Constitution was approved, the eligible member countries were: Cyprus, England, Gibraltar, Guernsey, Isle of Man, Jersey, Malta, Northern Ireland, Scotland and Wales.

#### 5. General Meetings

- a) A General Meeting of the Division shall take place at each celebration of the Commonwealth Games (when shooting is one of the programmed sports) and at each celebration of a CSF(ED) Championship. In addition, a General Meeting may be called by four member bodies lodging a request with the Honorary Secretary who shall, on receipt, take reasonable steps to arrange such meeting at the earliest opportunity, provided that any request on this basis shall be accompanied by a description of the business to be considered at the meeting and, unless otherwise agreed by the Council, only that business will be considered.
- b) Notification of any General Meeting shall be given to those eligible to attend by the Honorary Secretary at least two months before the meeting date.
- c) In addition to the Council and any other appointed Office Bearers, General Meetings may be attended by up to three further observers from each member body, who shall be present in a non-voting capacity.

#### 6. Office Bearers

- a) The Division at General Meetings may decide at its discretion to extend invitations for the posts of Patron and Vice-Presidents. Any Office Bearers so appointed may attend and speak at General Meetings but have no vote.
- b) Officers  
The Division, at the General Meeting taking place during a Commonwealth Games or, in the absence thereof, at the first General Meeting following a Commonwealth Games, shall appoint the following officers:
  - ◇ President
  - ◇ Honorary Secretary
  - ◇ Honorary Treasurer
  - ◇ a person to represent the Division on the Executive Committee of the Commonwealth Shooting Federation

- ◇ a person to represent the Division on the Fullbore Committee of the Commonwealth Shooting Federation.

Such appointees shall retain office for the four year term until the next Commonwealth Games and shall be known as the "Officers of the Division". At the end of their term of office they shall be eligible for re-election.

- c) The Officers of the Division shall not act as representatives of any country or member body and shall each have one vote at all meetings of the Division, with the President having an additional casting vote to be exercised in the event of a tied decision.

#### **7. The Council and Meetings**

- a) The executive affairs of the Division shall be managed by the Council. The Council shall comprise the Officers of the Division together with one voting representative appointed by each member body.
- b) A Meeting of the Council shall take place during each Divisional Championship and at other times at the Council's discretion. Notification of a Meeting of the Council shall be given to those eligible to attend by the Honorary Secretary at least one month before the meeting date.
- c) Quorum  
At least four countries must be represented for a Meeting of the Council to be quorate.
- d) In the absence of the President from any meeting, on election the Chair shall be taken by one of the member body representatives.
- e) The Council may at its discretion appoint sub-committees and co-opt other persons in a non-voting capacity to assist in its work.
- f) The Council shall decide on any matter not provided for in the Constitution or any Regulations made hereunder and such decision shall be final.
- h) In the event that urgent decision is required on any matter and it is impracticable to convene a meeting of the Council, such decision shall be taken collectively by the Officers of the Division and communicated to the Council as soon as possible thereafter.

#### **8. Alterations to the Constitution**

- a) Any proposed alteration to the Constitution must be received in writing by the Honorary Secretary at least two months prior to the General Meeting at which it is to be considered. The Honorary Secretary shall circulate such proposals to those eligible to attend as soon as practicable following receipt.
- b) Any alteration to the Constitution shall require the approval of at least two thirds of the members present and entitled to vote.

#### **9. Communication**

Email shall be deemed to be a valid form of communication between Council members for the purposes of the Constitution.

#### **10. General Regulations**

The Council may make General Regulations for the running of the Divisional Championships. Such General Regulations shall be appended to and form part of this Constitution.

#### **11. Dissolution**

In the event of the dissolution of the Division, after the discharge of outstanding debts, any assets remaining may:-

- a) be disposed of by the Council in whole or in part, by a majority of those present and entitled to vote at a Meeting established for the purpose, provided that such disposal shall be calculated to further the objects of the Division  
OR
- b) be held in whole or in part, as a contingency against the revival of the Division in the future.