



WESTERN PROVINCE BISLEY ASSOCIATION
CONSTITUTION
(Approved 20 November 2021)

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1. NAME AND COLOURS

- (a) The name of the Association is the WESTERN PROVINCE BISLEY ASSOCIATION. Herein after referred to as the Association. The Afrikaans name is: WESTELIKE PROVINSIE BISLEY VERENIGING.
- (b) The colours of the Association shall be Royal Blue, Red and White.
- (c) The badge of the Association shall be the Red Disa on a royal Blue background with the words Western Province Bisley Association in White below the Disa. The badge and its variations may only be used with the approval of the Committee

2. AIMS AND OBJECTIVES

The aims and objectives of the Association are; and the Association shall have the power to:

- (a) promote, organise, control and further the sport of Fullbore Target Rifle Shooting in the Western Cape;
- (b) obtain property, build shooting ranges, clubhouses and any such other features required to pursue the Association's activities;
- (c) acquire, sell, hire, and deal in all kinds of goods, apparatus, and equipment pertinent to the furthering of the Association's, aims;
- (d) raise, accumulate, borrow, lend, and invest money in such a manner as may be deemed fit and proper;
- (e) take out insurance policies to safeguard itself and its members against accidents and mishaps;
- (f) organise tours, select teams and grant representative colours;
- (g) organise and control the annual Western Province Open Fullbore Target Rifle Shooting Championship and any other shooting events or competitions for which the Association assumes responsibility;
- (h) draw up, in advance, the annual program of shooting events for which the Association is responsible;
- (i) arrange social events, establish relationships or affiliations with other bodies (shooting or otherwise);
- (j) make awards to members as the Association deems appropriate;
- (k) take disciplinary action against its members when it is deemed necessary;

3. LEGAL STATUS

The Western Province Bisley Association is a Legal Person.

4a. MEMBERSHIP AND AFFILIATION

- (a) All clubs, as defined in clause 5.2.7 of the SABU Constitution, based in the Western Cape Province which participate in the sport of Fullbore Target Rifle Shooting as defined by and in accordance with the rules of the South African Bisley Union are required to become members of the Association.
- (b) All individuals who take part in the sport of Fullbore Target Rifle Shooting who reside in the Western Cape Province and are fully paid-up members of an affiliated club qualify for Individual Membership.
- (c) The Committee may at its discretion grant individuals Life membership and Honorary Life membership to the Association.

4b. DISCIPLINES

The following disciplines as defined by SABU as special clubs are recognised by the WPBA:

- (a) Target Rifle (TR)
- (b) "F" Class (F)
- (c) .303

As defined in the SABU Rules

- (d) Black Powder (BP)

As defined in the rules of the Black Powder Shooting Union of South Africa

5. RIGHTS AND PRIVILEGES

- (a) Individual members shall be eligible for selection in teams representative of the Association.
- (b) Individual members who are awarded colours by the Association are allowed to acquire and wear these colours.
- (c) Individual members may attend, speak, and vote at general meetings of the Association.
- (d) Individual members may enter the premises and grounds of the Association free of charge, subject to such reasonable and necessary restrictions as the committee may deem expedient from time to time.

- (e) All members may participate in all the events organised by the Association, subject to the rules and entry fees of each event.
- (f) All members of the Committee (elected, appointed, or co-opted) may attend, speak, and vote at meetings of the committee.
- (g) Members shall have the support of the Association in all matters connected with fullbore target rifle shooting

6. SUBSCRIPTIONS

- (a) All clubs and individuals that are members of the Association shall be liable for annual fees or subscriptions as defined by the Committee from time to time.
- (b) Each year fees and subscriptions must be paid by the first day of March. It is mandatory for clubs and individuals, which qualify for membership to be paid up members of the Association in order to participate in any event organised by the Association. Non-payment will result in suspension of membership rights and privileges.

7. MANAGEMENT

- (a) Subject to the provisions of this constitution, the control and management of the Association shall be vested in a Committee consisting of:
 - i. the two Western Province SABU Representatives;
The two WP SABU representatives are to be elected and hold office as is specified in Clauses 7.1 to 7.4 of the SABU Constitution.
 - ii. two representatives from each member club;
 - iii. one representative each from "TR", "F" class, .303 and "BP" who must be elected by the WPBA members who are members of an affiliated club who usually compete in the respective discipline.
- (b) Clubs and disciplines must nominate their representatives and a secundus to serve on the Committee for the following year before the commencement of the Annual General Meeting. Such nominations must be made to the secretary of the Association in writing.
- (c) The Committee will have the power to co-opt additional members to the committee or any sub-committee.

8. POWERS OF MANAGEMENT

The Committee shall:

- (a) Carry on the work of the Association and take actions necessary for the attainment of its objectives.

- (b) Make and give receipts, releases and other discharges for moneys paid to the association.
- (c) Open banking accounts in the name of the Association and draw, accept, make, and execute bills of exchange, promissory notes, cheques etc., in the name of the Association.
- (d) Ensure financial transactions bear the signature of any two of the Secretary/Treasurer, the Chairman or Vice-Chairman.
- (e) Maintain and control all lands, premises, and other properties (fixed or movable) and keep them in good repair.
- (f) Appoint patrons, office bearers, officials, and honorary members to the Association.
- (g) The Chairman and two members of the executive committee, nominated by the committee, will act in a fiduciary capacity for the Association. These persons will not be connected person in relation to each other, and no single person directly or indirectly may control the decision-making powers relating to the Association.
- (h) Institute claims or be summonsed in the name of the fiduciary persons. However, the fiduciary persons may not take legal action or be held liable on behalf of the Association without prior approval of the Committee. The fiduciary persons may however in cases of emergency defend any legal claims instituted against the Association. In such instances they are obliged to inform the Committee of the full details of such summonses/claims immediately (not exceeding 48 hours) after the commencement thereof.
- (i) In the event of dissolution of the Association, call a Special General Meeting to decide what shall become of the funds and properties of the association, provided that these be transferred to any other organisation that has been approved by the Commissioner for the South African Revenue Service in terms of section 30 of the Income Tax Act.
- (j) Conduct Bisley Shooting events for which the Association assumes responsibility in accordance with the current rules and regulations of the South African Bisley Union, subject to any adjustments to these rules which the Committee may determine to be appropriate for conditions peculiar to WP Target Shooting events.
- (k) Be empowered to take disciplinary action in the form of fines and/or suspension and/or disqualification from membership and/or disqualification from the activities of the Association against affiliated clubs or members who contravene the rules of or act in a manner which brings the Association into disrepute. When necessary, the full Committee or an appointed Disciplinary Committee will act as a tribunal before which offenders will be able to exercise their fundamental rights.
- (l) Be empowered to appoint and/or dissolve sub-committees; which will organise, conduct, and manage leagues, activities and/or events that may be necessary for the Association to attain its objectives. Such sub-committees are subject to and bound by the provisions of this constitution.

- (m) Approve and authorise all shooting events which are conducted in the furtherance of the aims and objectives of the Association or in the name of the Association. No member (Individual or Club) may organise such an event in the name of the Association without prior approval and consent of the committee.
- (n) Approve and authorise all tours undertaken in the name of the Association. No Member (Individual or Club) may organise such a tour in the name of Association without the prior approval and consent of the committee
- (o) Arrange for the design of, approve the design of and arrange for the acquisition of all badges, medals, flags or any insignia and clothing for or in the name of the Association. No member (Individual or Club) may design, approve the design, or acquire such badges, medals, clothing etc. without the prior approval of the Committee.
- (p) Draw up and maintain a policy for the awarding of the Association's colours to individuals. It shall also require the Executive Committee, or its approved nominated delegates, to approve and authorise all awards of the Association's colours to any individual before that individual may acquire or wear such colours.
- (q) Draw up and maintain a policy for the selection of teams which will represent the Association at approved events. It shall also require the Executive Committee, or its approved nominated delegates, to ensure that all teams are chosen in accordance with this policy.
- (r) Be empowered to draw up rules and by-laws which once approved will be published as annexures to this constitution. All such rules and by-laws will be applicable to and binding upon all members of the Association.
- (s) Elect an Executive Committee, as defined in 9(a)i(A) below which it empowers to conduct the daily business of the Association and any other responsibilities it may delegate to such Executive Committee from time to time. A quorum of the Executive Committee shall consist of at least three members of that committee
- (t) Where for any reason the Executive Committee or any of its members is not able to perform its or their responsibilities, appoint delegates who will stand in for the unavailable Executive Committee members and perform those responsibilities.

9. MEETINGS

- (a) The Committee shall
 - i. Meet immediately after the Annual General Meeting of the Association and
 - (A) Elect from its members in the following order:
 - (1) Chairman
 - (2) Vice Chairman
 - (3) Secretary

- (4) Treasurer
- (5) Two other persons

Upon Election this group shall be the Association's Executive Committee

(B) Appoint from the members of the Association the following:

- (1) Accountant
- (2) If for any reason it is not possible to elect the Secretary and/or the Treasurer as specified in (A) above, suitable persons to fill one or both of these positions
- (3) Note: Irrespective of the Secretary and Treasurer being determined as in (A) or (B) above, the offices of Secretary and Treasurer may be combined and filled by one person at the Committee's discretion.

(C) Conduct any other business on the agenda.

ii. Meet as often thereafter as is necessary to effectively conduct and manage the affairs and business of the Association. Except in the case of the meeting immediately following the Annual General Meeting. Members will be given 14 days' notice of committee meetings.

(b) The Secretary shall call all meetings.

(c) The Annual General Meeting of the Association shall take place between the 1st of January and 28th of February of each year.

(d) Fifteen members shall form a quorum at any general meeting. One half of the members of the Committee shall form a quorum at Committee meetings. If a quorum is not present within 20 minutes of the time fixed for the meeting, the meeting shall be adjourned to the same day, place, and time in the next week, and those members present shall constitute a quorum and may transact the business for which the meeting was called.

(e) On receipt of a request calling for a special general meeting signed by not less than 10 fully paid-up members of the Association, stating the reason for the request, The Committee shall within 14 days of receipt of the request hold such a Special General Meeting, for which not less than 7 days written notice shall be given. The notice convening the meeting shall specify the purpose for which the meeting is called, and it shall not be competent to discuss any other business at such meeting.

(f) Voting shall normally be by show of hands. Under certain circumstances it may be desirable to vote by secret ballot, this will therefore be allowed on request. Except in those instances where it is specifically stated otherwise in this constitution, decisions will be reached on a simple majority basis. The chairman will have a

casting as well as a deliberative vote. This process is applicable to all meetings of the Association.

- (g) Voting by proxy will be allowed.

10. FINANCE AND ACCOUNTS

- (a) The Association's financial year will be from 1st January to 31st December. The Committee shall cause accounts of the financial state of the Association to be prepared annually.
- (b) Such accounts shall be submitted to the Committee at the meeting of the Committee for approval. This Committee meeting shall be held within 6 months of the Annual General Meeting.
- (c) No surplus funds may directly or indirectly be distributed to any person.
- (d) No remuneration will be paid to any person which is excessive, having regard to what is generally considered reasonable in the sector and in relation to the service rendered nor may any remuneration be determined as a percentage of any amounts received or accrued to the Association.
- (e) The funds of the Association will be used solely for the objects for which it was established.

11. DEFINITIVE VERSION OF THE CONSTITUTION

In any event or situation where it is necessary to refer to the constitution for guidance, resolution, clarification or any other purpose, the definitive version of this constitution is the English text.

12. AMENDMENT OF THE CONSTITUTION

The Association may amend this constitution as it deems fit and proper, provided that no such amendment shall be brought into force until:

- (a) A written request detailing the exact wording of the proposed amendment to this constitution, signed by not less than 10 fully paid-up members of the Association, stating the reason for the amendment to the constitution is received by the committee, and
- (b) All members have been advised in writing of the request, as specified in (a) above, not less than seven days in advance of the General Meeting called to decide upon the proposed amendment, and
- (c) A Special General Meeting as specified in 9(e) above has been held, or if the request to amend the constitution is received by the committee within not more than 14 days and not less 7 days of the Annual General Meeting being held, the proposed amendment to the constitution shall be decided upon at the Annual General meeting, and

- (d) It has received the approval of two thirds of the members who are present and entitled to vote at such a General Meeting, and
- (e) A copy of all amendments to the Constitution will be submitted to the Commissioner for the South African Revenue Service.

13. GENERAL

- (A) The Association to date has not or was not knowingly a party to, and will not knowingly permit itself to be used as part of any transaction, operation or scheme of which the sole or main purpose is or was the reduction, postponement or avoidance of liability for any tax, duty or levy which, but for such transaction, operation or scheme, would have been or would have become payable by any person under the Income Tax Act or any other Act administered by the Commissioner for the South African Revenue Service.
- (b) No resources will be used, directly or indirectly, to support, advance or oppose any political party.
- (c) The Association has been approved as a tax-exempt body and in terms of the requirements relating to this approval, will submit an annual Income Tax Return to SARS.

This constitution was accepted and approved at the Annual / Special General Meeting of the Western Province Bisley Association at Good Hope Shooting Range on

Signed and Approved

CHAIRMAN: G.A. LEON

SECRETARY: C DE BEER

VICE-CHAIRMAN: J VAN TONDER