

# Tewkesbury Junior Anglers Constitution

## 1. Name, Affiliation, and Legal Status:

1.1 Name: The official and legal name of the club shall be Tewkesbury Junior Anglers.

### 1.2 Affiliation:

- The club shall actively seek and maintain affiliation with the Angling Trust to benefit from their resources, insurance, safeguarding guidance, and national recognition.
- The club may also affiliate with local angling associations, fisheries, and conservation organisations to secure access to diverse waters, promote local conservation efforts, and foster community partnerships.
- Affiliation decisions shall be made by a two-thirds majority vote of the Club Committee, following due diligence and assessment of the benefits and obligations of affiliation.
- The club shall adhere to the rules, regulations, and ethical guidelines of all affiliated organisations, including licensing requirements, fishery-specific bylaws, and conservation codes.

### 1.3 Legal Status:

- The club shall operate as a non-profit organisation.
- The club will seek relevant legal advice, to ensure it operates within all applicable laws.
- The club shall maintain appropriate insurance coverage, including public liability and personal accident insurance, through its affiliation with the Angling Trust or other reputable providers.

## 2. Objectives and Aims:

2.1 Core Purpose: The primary objective of the club is to provide a safe, inclusive, educational, and enjoyable environment for young people aged 5 to 16 to learn and develop angling skills, knowledge, and a lifelong appreciation for the sport, while promoting responsible and sustainable fishing practices.

### 2.2 Specific Objectives:

- To teach and promote ethical angling practices, including:
- Advanced fish handling techniques to minimize stress and injury, with demonstrations and practical sessions.
- Detailed instruction on catch-and-release best practices, emphasising the importance of conservation.

## Tewkesbury Junior Anglers Constitution

- Education on close seasons, size limits, and other fishing regulations, with practical examples and scenarios.
- Guidance on responsible bait and tackle selection, minimising environmental impact and promoting the use of sustainable materials.
- To foster a deep understanding and appreciation for aquatic ecosystems and the importance of conservation, including:
  - In-depth education on fish species, habitats, and life cycles, with field trips and presentations by experts.
- Active participation in local clean-up initiatives, habitat restoration projects, and fish stock surveys.
- Promotion of water quality awareness, including testing and monitoring techniques.
- To develop comprehensive angling skills, knowledge, and techniques among members, including:
  - Advanced casting techniques for various fishing styles (e.g., float fishing, spinning, feeder fishing, fly fishing), with personalised coaching and feedback.
  - Detailed instruction on knot tying and rig construction, with practical workshops and demonstrations.
  - Advanced bait presentation and selection, considering seasonal variations and fish behaviour.
- In-depth fish identification and behaviour studies, including the use of underwater cameras and sonar technology.
- Advanced understanding of weather and water conditions, including the use of meteorological data and environmental monitoring tools.
- To provide diverse opportunities for members to participate in fishing sessions, workshops, and competitions, including:
  - Organised fishing outings at a variety of local lakes, rivers, canals, and reservoirs, with access to diverse fishing environments.
  - Specialised workshops on specific fishing techniques, tackle maintenance, and fly tying, led by experienced anglers and professionals.
- Friendly and competitive angling events, with a focus on sportsmanship, skill development, and ethical conduct.
- To provide detailed safe learning experiences regarding all aspects of fishing, including:
  - Detailed water safety and awareness training, including swimming competency, rescue techniques, and use of personal flotation devices.
  - Comprehensive instruction on the use of appropriate safety equipment, including life jackets, wading belts, and eye protection.

## Tewkesbury Junior Anglers Constitution

- Advanced weather awareness and preparedness training, including the use of weather forecasting tools and emergency response procedures.
- Advanced first aid and emergency procedures training, including CPR, wound care, and hypothermia treatment.

### 3. Membership:

#### 3.1 Eligibility:

- Membership shall be open to young people aged 5 to 16, subject to parental/guardian consent, available capacity, appropriate licensing, and completion of a membership application form.
- The club shall strive to be inclusive and accessible to all young people, regardless of their background, ability, or experience.

#### 3.2 Application Process:

- Membership applications must be submitted on the official club registration form, accompanied by parental/guardian consent, emergency contact information, medical information, and any required fishing licenses.
- The Club Committee reserves the right to refuse membership applications that do not meet the club's criteria, including safety concerns, behaviour issues, or incomplete applications.

#### 3.3 Membership Fees and Subscriptions:

- Membership fees and subscriptions, if applicable, shall be determined annually by the Club Committee, taking into account affiliation fees, insurance costs, equipment maintenance, and program expenses.
- Fee structures will be communicated to members and parents/guardians in a transparent and timely manner, with options for family memberships, concessions, and payment plans.
- The club will actively seek funding opportunities and sponsorships to keep fees as low as possible and ensure access to angling for all young people.

#### 3.4 Termination of Membership:

- Membership may be terminated by the Club Committee for serious breaches of the Code of Conduct, repeated violations of club rules, failure to comply with fishing regulations, or non-payment of fees, following a fair and transparent disciplinary process.

## Tewkesbury Junior Anglers Constitution

- Members have the right to appeal termination decisions to an independent panel, whose decision shall be final.

### 4. Code of Conduct and Ethical Guidelines:

#### 4.1 General Principles:

- All members, parents/guardians, and club leaders shall adhere to the club's comprehensive Code of Conduct and Ethical Guidelines, which promote respect, safety, ethical behaviour, responsible angling practices, and environmental stewardship.
- The Code of Conduct and Ethical Guidelines will be reviewed annually.

#### 4.2 Specific Requirements:

- Treat all individuals with respect, courtesy, and sportsmanship, including fellow anglers, fishery owners, members of the public, and wildlife.
- Adhere to all local, regional, and national fishing regulations, including licensing requirements, close seasons, size limits, and fishery-specific bylaws.
- Practice responsible fish handling and catch-and-release, using appropriate unhooking mats, landing nets, and barbless hooks where possible.
- Respect the environment and maintain clean fishing locations, disposing of litter responsibly, avoiding damage to vegetation, and minimising disturbance to wildlife.
- Follow safety guidelines and instructions from club leaders, including wearing appropriate safety equipment, staying within designated fishing areas, and adhering to weather warnings.
- Refrain from bullying, harassment, discrimination, or any form of disrespectful behaviour, including verbal abuse, unsportsmanlike conduct, and social media misconduct.
- Report all accidents, safety concerns, suspected violations of fishing regulations, and safeguarding concerns to a club leader or designated safeguarding officer.
- Respect the quiet nature of the sport, and minimise noise pollution.

#### 4.3 Enforcement and Disciplinary Procedures:

- Code of conduct violations will be addressed by the Club Committee, with a focus on education, rehabilitation, and restorative justice.
- Disciplinary actions may include verbal warnings, written warnings, temporary suspension from club activities, or permanent termination of membership, depending on the severity of the violation.

## Tewkesbury Junior Anglers Constitution

- A clear and transparent disciplinary process will be outlined in the club's policies and procedures, ensuring fairness and due process for all members.

### 5. Club Officers, Leadership, and Governance (Continued):

#### 5.3 Responsibilities (Continued):

- Develop and implement comprehensive club policies and procedures, including a safeguarding policy, a risk management policy, an environmental policy, a financial policy, and a data protection policy.
- Communicate effectively with members, parents/guardians, affiliated organisations, and relevant stakeholders, using a variety of channels and platforms.
- Uphold the club's constitution, Code of Conduct, and ethical guidelines, promoting ethical angling, conservation, and good governance.
- Organise and run fund raising events, and seek sponsorships.
- Prepare reports for meetings.
- Manage and maintain all club records.

#### 5.4 Election/Appointment:

- Committee members shall be elected or appointed annually at the club's Annual General Meeting (AGM), following a transparent and democratic process.
- Nominations for committee positions shall be sought from members, parents/guardians, and other stakeholders, with clear criteria and eligibility requirements.
- The procedure for elections/appointments shall be outlined in the club's policies and procedures, ensuring fairness and impartiality.

#### 5.5 Term Limits:

- To promote fresh perspectives and avoid stagnation, committee members shall ideally serve no more than three consecutive terms (nine years in total), unless otherwise approved by a two-thirds majority vote at the AGM.

#### 5.6 Conflicts of Interest:

- All committee members shall declare any potential conflicts of interest, whether financial, personal, or professional, and recuse themselves from discussions and decisions where a conflict exists.
- Conflicts of interest shall be managed by the Chairperson and recorded in committee meeting minutes, ensuring transparency and accountability.

## Tewkesbury Junior Anglers Constitution

### 5.7 Independent Oversight:

- To ensure impartiality and accountability, at least three committee members shall be independent, meaning they are neither related to nor cohabiting with other committee members.
- The committee shall establish a mechanism for independent review of its decisions and actions, such as an advisory panel or external audit.

### 5.8 Sub-Committees:

- The club committee may create sub-committees, when deemed necessary, to handle specific tasks, such as fundraising, event planning, or conservation projects.
- Sub-committees will report back to the main club committee.

## 6. Meetings and Communication:

### 6.1 Regular Sessions:

- The club shall hold regular fishing sessions, workshops, and training events at designated locations and times, taking into account seasonal variations, fish behaviour, and environmental conditions.
- Session schedules shall be communicated to members and parents/guardians in advance, with clear information on locations, times, equipment requirements, and safety guidelines.

### 6.2 Committee Meetings:

- The Club Committee shall meet regularly (at least quarterly) to discuss club business, plan activities, review policies, and address any issues or concerns.
- Meeting agendas and minutes shall be distributed to committee members in advance, ensuring transparency and accountability.

### 6.3 Annual General Meeting (AGM):

- The club shall hold an AGM annually to review the past year's activities, elect committee members, present financial reports, and discuss future plans.
- The AGM shall be open to all members, parents/guardians, and other stakeholders, with clear notice provided in advance.

## Tewkesbury Junior Anglers Constitution

### 6.4 Communication:

- The club shall maintain effective and timely communication with members, parents/guardians, affiliated organisations, and relevant stakeholders, using a variety of channels and platforms, including email, social media, website, newsletters, and notice boards.
- The organisation shares information on its governance, structure, activities, and financial position to enable stakeholders to have a good understanding of them.
- A designated communications officer will oversee all communications.

### 7. Equipment, Resources, and Facilities:

#### 7.1 Inventory and Maintenance:

- The club shall maintain a detailed inventory of all fishing equipment, safety gear, educational materials, and other resources, ensuring proper maintenance and storage.
- Regular inspections and maintenance shall be conducted to ensure equipment is in safe and working condition.

#### 7.2 Acquisition and Funding:

- The club shall actively seek funding opportunities, grants, and sponsorships to acquire additional equipment, resources, and facilities, ensuring access to high-quality materials for all members.
- Donations of equipment will be recorded.

#### 7.3 Loan System:

- A clear and transparent system for checking out and returning club equipment shall be implemented, with clear guidelines on usage, maintenance, and responsibility.

#### 7.4 Facilities:

- The club shall strive to secure access to suitable fishing locations, training facilities, and meeting spaces, ensuring a safe and comfortable environment for all activities.
- Agreements with fisheries and land owners will be recorded.

## Tewkesbury Junior Anglers Constitution

### 8. Safety, First Aid, and Emergency Procedures:

#### 8.1 Priority and Policies:

- The safety and well-being of all members shall be the club's top priority, with a comprehensive safety policy and risk management plan in place.

#### 8.2 Risk Assessments:

- Thorough risk assessments shall be conducted before all club activities, identifying potential hazards and implementing appropriate control measures.
- Risk assessments shall be documented and reviewed regularly.

#### 8.3 First Aid and Emergency Procedures:

- First aid supplies shall be readily available at all club sessions and events, with designated first aiders present and trained in emergency procedures.
- Emergency contact information and medical information shall be collected from all members and stored securely.
- Emergency procedures shall be communicated to members and parents/guardians, with regular drills and training sessions.

#### 8.4 Incident Reporting and Investigation:

- A clear and transparent procedure for reporting and investigating accidents, incidents, and near misses shall be implemented, ensuring lessons are learned and preventative measures are taken.

### 9. Finances, Accounting, and Auditing:

#### 9.1 Financial Management:

- The club shall maintain accurate and transparent financial records, adhering to sound accounting practices and principles.
- All income and expenditure shall be properly authorised, recorded, and reconciled.

#### 9.2 Budgeting and Planning:

- The club shall develop and adhere to an annual budget, with regular financial reports presented to the committee and members.
- The club will undertake responsible financial strategic planning.



## Tewkesbury Junior Anglers Constitution

### 9.3 Auditing and Review:

- The club's financial records shall be subject to regular audits or independent reviews, ensuring accountability and transparency.
- The club will have a financial policy.

### 10. Risk Management and Insurance:

#### 10.1 Risk Management Plan:

- The club shall develop and implement a comprehensive risk management plan, identifying and mitigating potential risks across all areas of operation.

#### 10.2 Insurance Coverage:

- The club shall maintain appropriate insurance coverage, including public liability, personal accident, and equipment insurance, through its affiliation with the Angling Trust or other reputable providers.

### 11. Amendments to the Constitution:

#### 11.1 Procedure:

- This constitution may be amended by a two-thirds majority vote at the AGM, following a formal proposal and discussion.
- Proposed amendments shall be communicated to members and parents/guardians in advance, allowing sufficient time for review.

### 12. Dissolution of the Club:

#### 12.1 Procedure:

- In the event of the club's dissolution, all remaining assets, after settling liabilities, shall be distributed to a related charitable organisation with similar objectives, as determined by a majority vote at a special meeting.

### 13. Safeguarding and Child Protection:

#### 13.1 Safeguarding Policy:

- The club shall have a comprehensive safeguarding policy in place, adhering to best practices and legal requirements.
- The safeguarding policy will be reviewed regularly.

## Tewkesbury Junior Anglers Constitution

### 13.2 Background Checks and Training:

- All adults working with children shall undergo appropriate background checks, including DBS checks, and receive regular safeguarding training.
- All members of the committee will have undergone safeguarding training.

### 13.3 Reporting and Procedures:

- Clear and transparent procedures for reporting and addressing safeguarding concerns shall be implemented, ensuring prompt and appropriate action.
- A designated safeguarding officer shall be appointed to oversee safeguarding matters.

## 14. Data Protection and Privacy:

### 14.1 Data Protection Policy:

- The club shall implement a comprehensive data protection policy, ensuring compliance with all applicable data protection laws and regulations (e.g., GDPR).
- The policy will outline how personal data is collected, stored, used, and protected.

### 14.2 Consent and Transparency:

- Explicit consent shall be obtained from members and parents/guardians for the collection and use of personal data, including photographs and videos.
- The club shall be transparent about its data processing activities, providing clear information on how data is used and shared.

### 14.3 Data Security:

- Appropriate technical and organisational measures shall be implemented to protect personal data from unauthorised access, use, or disclosure.
- Data shall be stored securely, with access limited to authorised personnel.

### 14.4 Data Retention:

- Personal data shall be retained only for as long as necessary for the purposes for which it was collected, and in accordance with legal requirements.

Tewkesbury Junior Anglers  
Constitution

15. Equal Opportunities and Inclusion:

15.1 Equal Opportunities Policy:

- The club shall have an equal opportunities policy, promoting inclusivity and diversity in all its activities.
- The club shall strive to ensure that all young people have equal access to angling opportunities, regardless of their background, ability, or experience.

15.2 Accessibility:

- The club shall make reasonable adjustments to its activities and facilities to ensure accessibility for members with disabilities.
- The club will work to remove any barriers to participation.

15.3 Anti-Discrimination:

- The club shall not discriminate against any individual on the basis of age, race, gender, religion, sexual orientation, or disability.

15.4 Promoting Inclusion:

- The club will actively promote inclusion through outreach programs.
- The club will try to remove financial barriers where possible.

16. Dispute Resolution:

16.1 Complaints Procedure:

- The club shall have a clear and transparent complaints procedure, providing a mechanism for members, parents/guardians, and other stakeholders to raise concerns.
- Complaints shall be investigated fairly and impartially, with appropriate action taken to resolve them.

16.2 Mediation and Arbitration:

- In the event of a dispute that cannot be resolved through the complaint's procedure, the club may seek mediation or arbitration from an independent third party.
- The club will seek to resolve disputes in a timely manner.

Tewkesbury Junior Anglers  
Constitution

17. Environmental Responsibility:

17.1 Environmental Policy:

- The club shall have an environmental policy, promoting sustainable angling practices and environmental stewardship.
- The club shall strive to minimise its environmental impact and contribute to the conservation of aquatic ecosystems.

17.2 Conservation Activities:

- The club shall actively participate in conservation activities, such as clean-up initiatives, habitat restoration projects, and fish stock surveys.
- The club will educate its members about the importance of protecting the environment.

17.3 Sustainable Practices:

- The club shall promote the use of sustainable angling practices, such as barbless hooks, biodegradable tackle, and responsible bait selection.
- The club will aim to leave fishing locations in a better state than they were found.

18. Policy Review:

18.1 Regular Review:

- All club policies, including this constitution, shall be reviewed regularly (at least annually) to ensure they remain relevant and effective.
- Reviews shall consider changes in legislation, best practices, and the club's needs.

Signed:



Printed: Christopher Birch (Chairman)

Signed:



Printed: Gareth Ferbrache (Vice Chairman)

Date: 7<sup>th</sup> May 2025

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