

# **Extracts of the Bye-Laws**

## **Membership**

- 2.1. Club membership subscriptions are due on 1<sup>st</sup> January annually.
- 2.2. Annual subscriptions for all classes of members (except honorary life members) and joining fees shall be fixed by the club members at the annual general meeting.
- 2.3 The classes of membership within the Club are:
  - 1) Probationary member
  - 2) Annual member
  - 3) Junior member
  - 4) Honorary life member
  - 5) Social member

Annual, junior and honorary life members are full members of the Club and all, except junior members, are entitled to vote at annual and extraordinary general meetings. Probationary and social members are not entitled to vote.
- 2.4 All applications or recommendations for any class of membership of the Club must be made to the Secretary, who shall be responsible for taking the steps necessary to process them.
- 2.5 Upon receipt of an application for election to any class of membership the Secretary shall circulate the application to the members of the Management Committee for their approval. If the prospective member intends to use firearms of a category for which the Club is approved by the Home Office, the Police Liaison Officer shall inform the police of receipt of the application and of the outcome of the application.
- 2.6 On a vote on any application for club membership a simple majority of those present and eligible to vote shall constitute acceptance.
- 2.7 Upon acceptance of his application the applicant is liable to pay the annual subscription appropriate to the class of membership to which he has been elected.
- 2.8 Upon payment of the relevant subscription the Secretary shall issue a membership card and enter the applicant's name in the Register of Club Members of the Club. The period of membership shall begin from the date of such entry in the Register.
- 2.9 Any member of any class who fails to pay any relevant subscription by 31st March will automatically cease to be a member of the Club with effect from that date.
- 2.10 The Management Committee has an absolute discretion to allow a person whose membership has lapsed as a result of non-payment of subscription to be reinstated upon payment of the relevant subscription and of any other sums which may be due and owing to the Club by the person concerned. The Management Committee may require a person whose membership has lapsed to re-apply for membership.
- 2.11 Any member whose membership is terminated voluntarily or under Clause 8.12 of these byelaws shall not be entitled to any refund of membership subscription or other charges which may have been paid, and will remain liable for any subscription, fees or charges which may at the date of termination be due and owing to the Club.
- 2.12 Any member shall immediately notify the Secretary if his authority or suitability to own, use or be in possession of any firearm or ammunition is or may be affected by any event or change in his circumstances.
- 2.13 Probationary Membership
  - 1) A probationary member is a person whose application for probationary membership of the Club has been accepted by the Management Committee and who has paid the relevant joining fee.
  - 2) An applicant for probationary membership shall complete a membership application form.

- 3) The applicant shall be sponsored by an existing current full member of the Club who must sign the application form. If the applicant is not personally known to the sponsor, the applicant must provide the names and addresses of two referees who have known him for not less than five years.
- 4) The completed application form, and details of referees if necessary, must be handed to the Secretary, together with the relevant joining fee.
- 5) If the applicant is not known to the sponsor, the Secretary shall take up the applicant's references before submitting the application to the Management Committee.
- 6) If the application is rejected by the Management Committee the joining fee will be returned to the applicant.
- 7) Once his application has been accepted by the Management Committee, and he has completed a course of instruction in accordance with clause 5.9, a probationary member may shoot on the Club's range(s) under the supervision of a full member who holds a firearm certificate. If a mentor is, in any way, concerned as to the probationer's suitability he must bring it to the notice of the Committee who shall decide what action should be taken.
- 8) All prospective members will serve a probationary period of 26-weeks during which time at least 60% attendance should be achieved.
- 9) Prospective members who are in possession of a current firearm certificate may serve a reduced period of probation, at the discretion of the Committee once they are satisfied that that person is a fit and proper person to be offered full membership.
- 10) The Management Committee has an absolute discretion to extend the probationary period for any or all probationary members, and to impose such conditions as it deems fit on any or all probationary members.

#### 2.14 Annual Membership

- 1) An annual member is a person who has been elected to annual membership by the Management Committee and who has paid his membership subscription for the current year.
- 2) Any person who can prove that he is already a full member of another club, and any person who holds a current firearm certificate, may apply to the Management Committee to become a full member of the Club without the need for a period of probationary membership.
- 3) A person covered by clause 2.14.2 above, or a probationary member who has completed his probationary period shall apply in writing for election to annual membership.
- 4) All applicants for annual membership must be sponsored by not less than two members of the Management Committee, who shall counter-sign the application as proposer and seconder.
- 5) Upon receipt of an application from a probationary member the Secretary shall obtain from the member(s) who have supervised the applicant during his probationary period a report on his safety record and progress, to lay before the Management Committee with the application.
- 6) In considering an application by a probationary member the Management Committee shall have regard to whether, in the opinion of those supervising him, the applicant has a satisfactory safety record and has made adequate progress during his probationary period.
- 7) Upon election to annual membership a former probationary member shall be required to pay the balance of the annual membership subscription after deduction of the joining fee already paid.

#### 2.15 Junior Membership

- 1) A junior member is a person who has not attained the age of 18 years at the start of the Club's current financial year, and who has been elected to annual membership by the Management Committee and has paid his membership subscription for the current year.

- 2) Where an applicant for probationary or annual membership is under the age of 18 years his application must be counter-signed by a parent or guardian.

#### 2.16 Honorary Life Membership

- 1) An honorary life member is a person who has been elected to such membership by a motion supported by not less than two-thirds of the members present and voting at an annual general meeting, in recognition of that person's outstanding service to the Club or to the sport.
- 2) Honorary life members shall not be required to pay any member-ship subscription.

#### 2.17 Social Membership

- 1) A social member is a person who is a current full member of the club and wishes to become a social member, no longer paying full membership fees but paying the social membership fee and been accepted for this class of membership by the Management Committee. Social members do not normally shoot at the club ranges but may do so if they hold appropriate certification for the firearm intended to be used and pay double the current range fee on each occasion they shoot.

## Conduct of Club Activities

- 5.1 Only airguns and firearms for which the range is approved may be fired on the appropriate ranges.
- 5.2 All members shall notify the Secretary of any material circumstance arising, including revocation of his firearm certificate, which may affect his suitability to be in possession of firearms and/or ammunition.
- 5.3 All persons on any part of the Club's .22 ranges when firing is in progress must use an adequately effective hearing protection device.
- 5.4 The Secretary may request any suitably qualified member of the Club to act as a Range Officer. The Management Committee may override the Secretary's selection of Range Officers.
- 5.5 One or more range logbooks shall be kept at the Club's premises for the purposes of recording:
  - 1) the names and periods of duty of the Range Officers supervising shooting on the Club's ranges;
  - 2) the names of all persons shooting on the Club's range(s);
  - 3) any infringement of the Club's Safety Rules;
  - 4) all sales of ammunition and other goods to persons using the Club's facilities; 5) any other information which the Management Committee may require.
- 5.6 All members must sign the range logbook giving details of the firearms used and the competitions in which they took part and pay the appropriate range fee on every occasion when they shoot on the Club's range(s).
- 5.7 All visitors and guests must sign the range logbook and pay the visitor's fee and range fee if they shoot on the Club's range(s).
- 5.8 Members shall have access to all parts of the Club's range(s), appropriate to the type of weapon to be used, subject to the provisions of these byelaws, to any instructions given by the Range Officer, and to any notice posted by the Management Committee.
- 5.9 A probationary member must undertake a course of instruction in the safe-handling of firearms before he is permitted to take part in live firing on the Club's range(s). Each prospective member will receive a copy of the Constitution, Range Safety Rules and Range Conduct Rules. The probationary member will undergo a period of training and their shooting will be supervised at all times by a full member (mentor). Probationary members will, at first, be permitted to shoot only air pistols and air rifles on the 10 metre air weapons range. Once the mentor is satisfied that they have acquired the necessary skills with air weapons and the probationary member wishes to pursue competency in class 1 firearms they may progress to the 25 yard firearms range where, again, they will be restricted to air pistols and air rifles until they have become acclimatised to the different procedures practised on that range. When the mentor is satisfied that the probationary member has achieved this they may then receive instruction on the safe handling and use of

Section 1 firearms under the supervision of a mentor, who holds a firearms certificate. The mentor will be in possession of all ammunition at all times and will issue it to the probationer as required. Probationary members will only be permitted to shoot unsupervised when the mentor is satisfied that they are safe to do so. If a mentor is, in any way, concerned as to the probationer's suitability he must bring it to the notice of the Committee who shall decide what action should be taken.

- 5.10 No person under the age of 18 years shall have access to the range unless he is at all times under the supervision of a parent or guardian, or of a member appointed by his parent or guardian to supervise him.
- 5.11 A person who becomes a member solely for the purpose of participating in airgun disciplines shall not have access to Section 1 firearms or to rim fire ammunition on the Club's premises. If such a member wishes to participate in a small-bore discipline he must be subject to the same supervision and training as is required for a probationary member who completed class 1 firearms training in 5.9, for a period of time dictated by the mentor of the individual.
- 5.12 Details shall last approximately 30 minutes for 20-shot cards and 15 minutes for 10-shotcards, or less when there are other members waiting to shoot. This byelaw shall not apply during a competition, or if the Range Officer directs otherwise.
- 5.13 All members, visitors and guests using the club's ranges are to conduct themselves in a dignified manner on the range and show due courtesy to other users of the range.
- 5.14 Every shooter shall ensure that he leaves the firing point clean and tidy when he has finished shooting, and that his spent cartridges are placed in the bins provided. This applies even if the firing point was not left clean and tidy by the previous user.
- 5.15 Conversation in the firing point area shall be conducted in a quiet and subdued manner which does not distract shooters on the firing point.
- 5.16 No animal shall be allowed on to any part of the Club's premises unless it is at all times under the control of its owner.
- 5.17 The Range Officer on duty, or any member of the Management Committee may insist upon the immediate removal from any part of the Club's premises of any child or animal that is causing a disturbance which may distract shooters on the firing point.

## **Safety**

- 6.1 The Club has adopted the Standard Safety Rules issued by the NSRA, subject to amendments necessary to reflect the particular circumstances of the Club.
- 6.2 The Safety Rules shall be displayed on the Club noticeboard, and at each of the Club's ranges, at all times when the Club's facilities are in use.
- 6.3. Every person using the Club's facilities must at all times abide by the Safety Rules and the Range Orders specified in the relevant Range Safety Certificate.

## **Definitions & Miscellaneous**

### **9.1 Guest**

A person who visits the Club's premises at the invitation of the Management Committee and who must be either a member of a recognised outside organisation or a person who is already known personally to at least one full member of the Club.

### **9.2 Guest Day**

An event involving Guest members which is arranged by the Management Committee for the purpose of attracting new members to the sport of target shooting and to the Club. A maximum of twelve Guest Days may be held in any calendar year. The Secretary shall give to the Police notice of the Club's intention to hold a Guest Day not less than 48 hours in advance. On such occasions Guests may only be permitted to shoot under the personal supervision of a full member. The Management Committee may require payment of a fee by all Guests attending a Guest Day, such fee to be notified to potential Guests in advance of the event.

### 9.3 Police Liaison Officer

A member of the Club who is appointed by the Management Committee to liaise with the Police in order to provide them with such information as they may legitimately require to ensure that the activities of the Club and its members are conducted properly and in accordance with Home Office requirements.

### 9.4 Visitor

A person who is not a member or probationary member of the Club, but who is a full member of another club and/or holds a firearm certificate, and who visits the Club's premises at the invitation of at least one member of the Management Committee. A Visitor may shoot on the Club's ranges provided that on each occasion he:

- 1) produces to the Range Officer his firearm certificate, or proof of membership of another club, and
- 2) confirms his eligibility to shoot by entering his name, address, firearm certificate number and/or other club name in the Club's register of visitors, such entry to be counter-signed by the CMOD, and

Pays the range fee and visitor's fee.