

BURY RIFLE CLUB

CONSTITUTION – AND RULES

REVISED AT AGM 28th November 2008

1. The club shall be called the BURY RIFLE CLUB.
2. The club shall be affiliated to the National Small-bore Rifle Association and to any other Rifle Association which may be considered necessary by the committee.
3. Objects: The objects of the club shall be:
 - a) To encourage skill in shooting by providing instructions and practice in the use of small arms to any of her Majesty's subjects who apply for membership so that they will be better fitted to serve their country in the Armed Forces, Territorial Army or any other organisation in which their services may be required for the defence of the realm in times of peril.
 - b) To arrange competitions for members and to organise open meetings with a view to stimulating and improving marksmanship, for which prizes may be awarded.
 - c) To select representative teams to compete in National, County and Local League matches.
4. The club shall consist of a .22 Rifle section and an Airguns section.
5. The club will be managed by a committee consisting of the following officers:

Chairman
Secretary
Treasurer
.22 Rifle Captain
Air Guns Captain
and one additional member from each section

All members of the committee must be current full members and have been accepted into membership of the club at least 12 months prior to their election. This includes any period of probationary membership.

6. Vacancies in the committee may be filled by the committee co-opting suitably qualified members.
7. Committee Meetings
 - a) The committee shall meet monthly or as may be deemed necessary at such places and times as they may decide, by the Secretary giving 7 days notice to all committee members. The quorum for such a meeting shall be four members.
 - b) The Secretary shall act according to the instructions of the committee and shall cause minutes of all committee meetings to be taken.
8. The duties of the committee shall be:
 - a) To control the affairs of the club to the best advantage and in accordance with the rules.
 - b) To receive a statement of accounts from the Treasurer at each committee meeting and make proposals for improving the financial position of the club.
 - c) To present a report of the affairs of the club in all its aspects to the members of the club at each Annual General Meeting.
 - d) To examine applications for, and if approved sanction, the membership of any applicant, in accordance with the constitution and rules of the club current at the time of application.
 - e) To expel or suspend any member of the club if the committee considers that the conduct of the member is proved to be objectionable or calculated to bring the club into disrepute. In the event of expulsion or suspension, a full report if deemed necessary to be sent to the

NSRA. Such members shall have no claim on the club for any subscription or entrance fee paid.

- f) To pay any accounts and incur any normal liabilities on behalf of the club. The committee is hereby indemnified by the club against any claim or demand in respect of any liability properly and bona fide incurred on behalf of the club.
9. Any members removed from the Roll of Members under rule 8(e) shall have the right of appeal to an Extraordinary General Meeting. The Secretary must be informed in writing of the intention to appeal within a period of 14 days from receipt of notice of expulsion. The Secretary must convene a meeting in accordance with rule 20. A bond equivalent to one full year's subscription must be lodged with the Secretary with the notice of appeal. This bond will be refunded should the appeal be successful.
10. There shall be the following classes of membership:
- a) Ordinary. (Between the ages of eighteen and sixty-five)
 - b) Senior. (Over the age of sixty-five)
 - c) Honorary Life. (Equivalent to ordinary membership for life)
 - d) Junior. (Under the age of eighteen years on the date subscriptions are due)
 - e) Student. (Subject to proof of full time education to the committee's satisfaction)
 - f) Husband & Wife. (See clauses 13 and 17e(ii))
 - g) Social. (Non shooting)
 - h) Probationary. (Ordinary, Senior, Junior or Student as applicable)
 - i) Group. (Bona fide members of specified clubs or associations accepted by the committee. Such organisations would have aims and objectives compatible with those of Bury Rifle Club)

Ordinary, Senior, Honorary Life and Husband & Wife Members shall be classed as Full Members. However only one member of a couple benefiting from Husband & Wife membership may vote at a general meeting (see Clause 17e(ii))

11. Application for Membership
- a) Application for membership of the Club shall be made on the official form of application for Probationary Membership to the Secretary, an officer or a member of the committee. Such application must be accompanied by the appropriate probationary membership fee. The application shall be considered for acceptance by the committee at their next meeting, subject to (b) below.
 - b) A Range Officer may, at his sole discretion, accept such an application pending the committee's decision, for the shooting session over which he has jurisdiction.
 - c) An applicant for shooting membership will serve a minimum probationary period as laid down from time to time by law. Should the applicant's circumstances be such that no period of probationary membership is legally required, the committee may nevertheless at their sole discretion require a period of probationary membership to be served.
 - d) At the end of the period of probationary membership, it shall be the responsibility of the intending member to apply for transfer to the appropriate class of membership. The committee shall consider such applications and at their sole discretion may accept, defer or refuse such membership irrefragibly.
 - e) Membership cards will be issued, endorsed with the section stamp in which training has been given.
 - f) Acceptance for applications for Social Membership (non-shooting) shall be entirely at the discretion of the committee. Such membership debar the applicant from all shooting activities and from use of all the club's shooting facilities.
12. Transfers of membership between sections shall be at the discretion of the committee.
13. Husbands and Wives must be accepted as full members in their own right before Husband & Wife Membership can be granted.

14. Subscriptions.

- a) The annual subscriptions for the various classes of membership shall be fixed from time to time at a General Meeting.
- b) Subscriptions for existing members shall become payable in advance on 1st October in each year.
- c) The committee may from time to time at its sole discretion introduce arrangements for an individual member to pay his / her subscription by instalments.
- d) A member will be deemed to have resigned his / her membership if any subscription payment or instalment thereof is more than 3 calendar months overdue.
- e) Subscriptions for new members shall be calculated at one-twelfth part of the appropriate annual subscription for each calendar month or part month remaining to 30th September next.
- f) The Secretary shall cause a list of current paid-up members to be displayed in the Club Room.
- g) In the event of a probationary member being required to serve an extended probationary period, he may be required to pay an additional probationary fee, the amount being proportionate to the normal probationary fee in force at that time.

15. Club Finances

- a) The financial year shall be from 1st October to 30th September next following.
- b) The funds of the club shall be under the control of the committee.
- c) The Treasurer shall keep or cause to be kept proper accounts which shall be made up to 30th September each year, and duly audited. The accounts shall be duly reported on and a statement of accounts and a balance sheet presented at the Annual General Meeting.
- d) All monies received by officers of the club shall be paid to the Treasurer who shall make payments on behalf of the club.
- e) All cheques/withdrawals drawn on the club's bank or other accounts shall be signed by any two of the Treasurer, Secretary and Chairman.

16. The auditor(s) of the club shall be appointed by the members at the Annual General Meeting to hold office for one year. The auditors shall examine the accounts at least once annually prior to the Annual General Meeting and shall append thereto a certificate to the effect that such are correct and fairly represent the expenditure and receipts of the club and its assets and liabilities. They may inspect at any time, any book, document or property of the club in the possession of any officer or member and make a report thereon in writing to the committee.

17. Annual General Meeting

- a) The Annual General Meeting shall be held as soon as possible after the end of the preceding financial year.
- b) The Secretary shall give to all members entitled to vote not less than 14 days notice in writing together with agenda and accounts.
- c) The quorum of the meeting shall be not less than one third of the number of members entitled to vote at the time of the meeting, subject to a minimum of three members.
- d) All current members are entitled to attend.
- e) Those eligible to vote shall be:
 - i) Current Full Members (Including Honorary Life Members, provided such member registers his current interest in the club with the Secretary during the year in question)

- ii) One member of a current Husband & Wife Membership)
 - f) All members entitled to vote are entitled to a proxy vote, and may authorise a club official or any member who is entitled to vote to cast their vote on their behalf, providing notice of such proxy is in the hands of the Secretary 24 hours before the Annual General Meeting.
 - g) The agenda for the Annual General Meeting shall include:
 - i) Election of the Officers and Members of the committee as defined in Clause 5 of this Constitution.
(In view of the fact that in law, the club and officials have a responsibility for the holding, carrying and distribution of ammunition and firearms, the positions of Chairman, Secretary, Treasurer and .22 Rifle Captain shall only be filled by persons who hold a current firearms certificate.)
 - ii) To receive and approve the accounts of the club and the Treasurer's report.
 - iii) To receive the auditor's report.
 - iv) To appoint the auditors for the following year.
 - v) To receive the report of the committee.
 - vi) To set subscriptions for the ensuing year.
 - vii) Any other proposals notified to the Secretary sufficiently in advance of the meeting to allow members to be notified. The Secretary shall cause a notice to be displayed in the clubroom notifying the last date for receiving such proposals.
18. The Secretary shall convene an Extraordinary General Meeting of the club:
 - a) If deemed necessary by the committee.
 - b) If requested to do so in writing, and if signed by not less than 12 club members entitled to vote at an Annual General Meeting, such request to state the business to be brought before the meeting.
 - c) As rule 9.
 19. The business to be brought before the Extraordinary General Meeting is to be stated in the notice sent to the members convening the meeting.
 20. An Extraordinary General Meeting so convened shall be held within 21 days following the resolution or request received by the Secretary and the quorum for such a meeting shall be 12 members eligible to vote.
 21. If such request is not complied with, then the requisitionists may themselves convene an Extraordinary General Meeting of the club by giving 14 days notice in writing to all the members setting out the business of such meeting. Any such meeting shall have the same force and effect of a meeting convened by the committee, and a quorum of 12 members entitled to vote is required.
 22. Members are entitled to proxy votes as in the case of an Annual General Meeting.
 23. Members entitled to attend and vote are the same as for an Annual General Meeting.
 24. Procedures at General Meetings
 - a) The chairman's ruling on any point of order shall be final.
 - b) If an equal number of votes are cast for and against a resolution the Chairman of the meeting shall be entitled to a casting vote.
 25. The committee shall have the power to legislate upon any point not provided for in these rules, and such addition must be ratified at the next Annual General Meeting, if not at a prior General Meeting.
 26. The committee may make byelaws and regulations in regard to the use of the range and may draw up conditions of all competitions. Any byelaws and regulations made by the committee shall be published by being exhibited on the club notice board and shall thereafter have the force and effect of these rules.

27. A list of all current byelaws must be maintained by the Secretary and be available for inspection by any member.
28. All the property of the club shall be vested in the committee for the time being.
29. Rifles and ammunition and appurtenances of the club may be kept by a person authorised by the committee and who must be legally entitled to hold such equipment.
30. Misconduct
 - a) Range Officers in charge shall have full power to suspend from shooting any member who in his opinion misconducts himself. The Range Officer shall report such misconduct to the committee who will deal with the offending member.
 - b) Such reported member shall be requested to appear before the committee to explain his conduct.
31. All shooting shall be governed by the current NSRA or appropriate UIT regulations.
32. All ammunition purchased and removed from the club premises must be entered on the shooter's firearms certificate by an authorised club officer.
33. There shall be no fewer than 2 and no more than 4 Trustees. The Trustees shall be appointed to and removed from office by the committee.
34. The Trustees shall be ex-officio members of the committee and the property of the club (other than cash which shall be under the control of the Treasurer) shall be vested in them. They shall deal with the property of the club as directed by resolution of the committee (of which an entry in the minute book shall be conclusive evidence) and they shall be indemnified against risk and expense of the club property.
35. In the event of the club being dissolved or of the club resolving at a General Meeting to discontinue, all property and funds shall revert to the club Trustees who will supervise the transferral of such property and funds to charitable institutions having similar stated aims and objectives as this club.
36. Any officer or member of the committee may be removed from office by a majority of two thirds of the members entitled to vote at any General Meeting.
37. No alteration shall be made to these rules unless and until it is passed at a General Meeting of the club by a resolution which is agreed to by not less than two thirds of the then current membership of the club entitled to vote at a General Meeting.