

# **TEES VALLEY TARGET SPORTS CLUB**

## **CLUB RULES**

### **1. OFFICERS**

As detailed in the Constitution.

Note that the office of Treasurer will not be conjugated with any other office.

### **2. ELECTIONS**

Subject to the requirements of the Constitution any Full Member or Full Life Member of three years continuous full membership is eligible for election as a Committee member (or ten years in the case of officers) on the understanding that they will undertake the duties as specified in the job description for the post to which they are elected and promote the interests of the Club. To be eligible to stand for re-election incumbent Officers and Committee members must have attended more than 25% of all regular Committee meetings held since the preceding Annual General Meeting.

Officers and Committee members will be elected at the Annual General Meeting by majority vote and serve until the next Annual General Meeting. Affirmation will suffice in the event that only one person is proposed for a position.

No Full Member or Full Life Member may stand for election to the Committee at an Annual General Meeting unless present, or unless an explanation of absence and confirmation of willingness to be elected to the Committee is received in writing by the Secretary prior to the meeting (and is supported by nomination(s) at the meeting).

Full members and Full Life Members have voting rights at any General Meeting or Extraordinary General Meeting on production of their membership card.

### **3. AUTHORITY OF OFFICERS AND COMMITTEE**

The Officers and Committee are vested with the full authority for the day to day running of the Club but must not make decisions which are contrary to the Rules of the Club or its Constitution and shall at no time surrender or abrogate the shooting interests of the Club to any other body except by decision of a General Meeting.

Officers are responsible for the maintenance of rights to shoot wherever these rights exist and to further these rights to shoot wherever possible and take steps to maximise participation in target sports by all Members.

Extraordinary expenditure may only be authorised by the Committee, but Committee Members may make day-to-day purchases for the effective running of the Club. The Committee may approve any other Club member to incur expenditure on behalf of the Club.

Direct or indirect allocation of club funds to any Member for purposes of remuneration or what might be considered as remuneration is prohibited.

In co-opting any member to the Committee in accordance with the Constitution, the requirements regarding service and membership class in Section 2 above do not apply. The Committee may appoint a person of any class of membership or length of service subject to it determining that the candidate has the appropriate skills to perform the task for which they are to be appointed.

#### **4. MEMBERSHIP**

Club Membership designations are Probationer, Full, Full Life, Sports Probationer, Sports, Sports Life.

There shall be two classes of Club activity: Category A and Category B.

Category A covers all TVTSC approved target sports activities using any legitimate target sports equipment including those comprising firearms and shotguns.

Category B covers all TVTSC approved target sports activities using any legitimate target sports equipment which does not require the possession of a firearm or shotgun certificate, and which does not entail the use of firearms or shotguns.

#### **4A. Application for Probationer Membership, Category A**

Each applicant shall apply for Probationer membership by completing the appropriate form as issued by the Club Membership Secretary and containing the following declaration:

‘I wish to be considered for Probationer membership of Tees Valley Target Sports Club, and I agree to abide by the Rules and Constitution as laid down by the Club. I understand that I must serve a minimum six month probationary term of training during which I must attend the range/ranges as directed in order to receive tuition and to demonstrate that I am a safe and responsible person.’

I..... hereby declare that I am not a person prohibited by virtue of Section 21 of the Firearms Act 1968.

‘I confirm that I have never received a police caution and that I do not have a criminal record (including time expired convictions). I know of no reason why I should not be granted a Firearms Certificate. I accept that Club subscriptions are due on 31<sup>st</sup> December each year and must be paid on time in order that I might remain a bona-fide Member.’

Each application shall be accompanied by three passport compliant photographs of the applicant and one year of the annual subscription then in force plus the non-refundable enrolment fee applicable at the time of application. If the application is unsuccessful then the annual subscription fee will be refunded.

Applications from persons who have convictions or a police charge/caution actual or pending may, depending on the circumstances, be considered for Probationary Membership. Any appeal against refusal of an application, giving reasons, shall be via the Club appeals procedure.

The Probationer may then enter into a minimum six-month period of training during which he/she must make at least fourteen appearances on Club ranges as stipulated on the application form. Two of these visits must be to Catterick ranges.

Within the training period membership can be withdrawn by the Committee upon the receipt of any materially adverse report as to training/behaviour etc. The Committee's decision in this regard is final. In these circumstances a pro-rata refund of the membership fee may be made.

If, after the training period, the applicant has satisfied the Committee as being suitable for membership, Full Member status may be granted.

Full membership does not carry with it the right to use Ministry of Defence/Bisley ranges unless the National Rifle Association (NRA) Safe Shooting System training regime as applied by the dedicated Club training programme, or by the governing body, has been satisfactorily completed.

The Club shall appoint members as necessary to instruct in the NRA Safe Shooting System. Formal certification shall be by the Club Chair and this responsibility cannot be delegated.

The requirements of the NRA Safe Shooting System, as applied through the TVTSC training programme, may be additional to the six-month period of training but may be undertaken concurrently.

There may be instances where the TVTSC training programme can also serve to constitute SSC training, but that is strictly at the discretion of the Club Chair.

After satisfactory completion of the appropriate period of probation, the Probationer may be accepted as a Full Member.

#### **4B. Application for Probationer Membership, Category B**

Each applicant shall apply for Sports membership by completing the appropriate form as issued by the Club Membership Secretary and containing the following declaration:

'I wish to be considered for Sports membership of Tees Valley Target Sports Club, and I agree to abide by the Rules and Constitution as laid down by the Club. I understand that I must undertake and complete satisfactorily a minimum three-month period of training during which I must attend the range/ranges as directed in order to receive tuition and to demonstrate that I am a safe and responsible person.

I..... hereby declare that I am not a person prohibited by virtue of Section 21 of the Firearms Act 1968.

I confirm that I have never received a police caution and that I do not have a criminal record (including time expired convictions).'

Each application shall be accompanied by three passport compliant photographs of the applicant and the annual Sports Member subscription then in force plus a non- refundable enrolment fee applicable at the time of application. If the application is unsuccessful then the subscription fee will be refunded.

Applications shall be considered by the Committee which shall have regard to public safety, the best interests of the Club and its membership, and the sport of target shooting. Any appeal against refusal of an application, must give reasons, and shall be via the Club appeals procedure.

Applications from persons who have convictions or a police charge/caution actual or pending may, depending on the circumstances, be considered for Probationary Membership. Any appeal against refusal of an application, giving reasons, shall be via the Club appeals procedure.

Applications as above shall be rejected where the caution or offence, whether time expired or not, relates to violence (including any firearms offence), drug taking or burglary. Any appeal against refusal of an application, giving reasons, shall be via the Club appeals procedure.

The Sports member must then enter into a minimum three-month period of training during which he/she must visit Club ranges as directed and satisfy the Committee as to his/her suitability to engage in Category B target sports activities under the Club's jurisdiction. Within the training period Sports Membership may be withdrawn by the Committee upon the receipt of any materially adverse report as to training/behaviour etc. The Committee's decision in this regard is final. In these circumstances a pro-rata refund of the membership fee shall be made.

Sports members are to have the status of Guests in relation to any Category A activity. (See section 6A below.)

#### **4C Non-renewal and Termination of Membership by the Club**

All categories of member must note that the Club is a Community Amateur Sports Club (CASC) organisation. Maintenance of CASC status is imperative to the continuance of the Club as a viable entity. The termination of membership of any member who fails to support the Club in maintaining its CASC status will be considered by the Committee as set out in this section. Protection of the Club's CASC status is paramount and will be considered as overriding the needs of any individual.

In summary, the basic CASC requirement is that a minimum of 50% of members participate in a minimum of twelve eligible Club activities per year. (Adjustment is made for people who are members for less than a year and other specific circumstances.)

Members of any category who are deemed by the Committee to be of such age, or sufficient infirmity, that they are unlikely to resume participation in Club activities may be nominally classified as Honorary Members and excluded for the purposes of any calculation and returns concerning CASC matters.

The primary means by which the participation of any member in eligible Club activities is measured will be the Electronic Shooting Recording System (ESRS) and the member's individual annual renewal application form, as appropriate.

Eligible Club activities will include:

- a. Participating in sports organised by the Club,
- b. Officiating in sports organised by the Club,
- c. Coaching in sports organised by the Club,
- d. Providing first aid cover in sports organised by the Club,
- e. Preparing or maintaining equipment for use in sports organised by the Club,
- f. Maintaining the land and buildings under the control and within the responsibility of the Club,
- g. Attending Committee meetings,
- h. Undertaking a relevant training course as approved by the Committee, and,
- i. Attending or assisting with official club activities.

These are examples and the list is not exclusive. The Committee may deem other activities to be eligible activities at its discretion and in consideration of the CASC rules.

Any member (of whatever category) who has attended eligible Club activities but less than twelve times in a calendar year will be written to by the Club Secretary or Chair asking for an explanation and a signed undertaking of the member to participate in a minimum of twelve eligible club activities in the forthcoming year.

Any member (of whatever category) who has not attended eligible Club activities for two calendar years or is in breach of their undertaking in the preceding paragraph, may have their membership renewal application unilaterally refused by resolution of the Committee, thus terminating their membership of the club. Notice of any such intention to consider a resolution must be given to the member in writing a minimum of twenty-eight calendar days before the resolution is considered and the notice must invite written or oral representation to be considered at the same time as the resolution. Notice in writing is presumed to have been served on the member after two calendar days if posted.

#### **4D Life Membership**

Life membership may be bestowed upon those members who have reached the age of seventy-five years by the 31<sup>st</sup> of December in the year preceding annual renewal and who

have achieved eighteen years continuous membership of the club, which period includes any period of (the now redundant category of) associate membership.

A lapse in membership may adversely affect the Committee's decision on Life Membership.

Life membership may be granted to existing members at the discretion of the Committee on payment of ten times the annual subscription in force at the time of the application or at no cost in the case of very exceptional service to the club.

#### **4E Safeguarding and Vulnerable persons**

The Club will appoint a Safeguarding Officer with the duty to advise the Committee, and any member running ranges, on their general responsibilities and give advice on specific interventions.

The Safeguarding Officer must:

- know how to recognise the signs of abuse,
- have the confidence to challenge poor practice, and,
- be able to respond appropriately to concerns – including understanding what steps they should take to report and record concerns.

Any person who in applying for membership, or during the course of their membership, has or develops disabilities that require safeguarding or other support is responsible firstly for making the matter known to the Membership Secretary and, secondly, for making their own arrangements to provide all the care/support that they require.

The Club welcomes applications for membership from persons of all abilities. Where an applicant has mental or physical disabilities the Committee will consider whether a bespoke package is suitable to support maximum participation but as a baseline this is expected to involve care & support arranged by the applicant.

Any child using the Club's facilities must be accompanied by a parent, guardian, or in the case of a youth group the youth leader. Other persons may be appropriate but must fall within the spirit of this requirement.

#### **5. SUBSCRIPTIONS**

Annual subscription rates will be decided by the Committee in consultation with the Treasurer. Subscriptions are due on or before 31<sup>st</sup> December each year.

If the current year's subscription is not paid by 31<sup>st</sup> January, membership shall be deemed to lapse unless a re-joining fee of the annual subscription for that year plus 25% is paid. This provision is only applicable within twelve months of the date on which the subscription is due, that is, 31<sup>st</sup> December. Thereafter an extension may be granted at the discretion of the Committee, but only under extraordinary circumstances such as major, long term illness.

Unless otherwise decided by the committee, where a Category A Member's membership has ceased, the lapsed member may still nevertheless make a standard application to re-join. In these circumstances, if the application is successful, the lapsed member will revert to the status of probationary member and shall be required to undertake the training programme indicated above.

It should be noted that the Secretary is obliged to send the details of any lapsed Category A activity member to the police and as such, may put in jeopardy the lapsed member's 'good reason' for possessing firearms.

Re-joining fees may be varied in exceptional circumstances at the discretion of the committee. Generally, written submissions of extenuating circumstances will be invited and be given due consideration.

A partner who follows the joining procedures shall pay half the current annual subscription but otherwise the Club rules shall apply in every respect.

Family membership of member plus one close relative, e.g. partner, child, or grandchild, may be granted at the subscription rate plus 50% but the Club rules as to training, qualification, entitlement, etc., shall apply. (A third family member will pay the appropriate non-discounted annual subscription.)

## **6. GUESTS, VISITORS AND OTHER CLUBS**

### **6A. Guests (i.e. an individual without a Firearm Certificate)**

Subject to this section a guest may, under close supervision, take part in target sports activities which do not involve the use of firearms but must be accompanied and supervised by a Sports Member of more than six months standing or a Full Member (Category A).

Subject to any local regulations and Club conditions, guests may attend any venue in use by the Club for the purpose of OBSERVING ONLY the use of firearms.

Guests can attend Moorsholm Range when firearms are in use but must be accompanied by a Class A Member and have the prior consent of the Secretary.

Guests MUST NOT use or handle firearms at any venue in use by the Club unless as part of a pre-arranged formal Club Open Day which complies with current Home Office requirements.

Guests are not allowed to be present at Club MoD full bore rifle events unless it is designated as a Club Open Day and then they may use Section 1 firearms but only under the direct supervision of a Class A Member who is also a valid Safe Shooting System certificate holder.

Guests who hold a valid Shotgun Certificate may attend and take part in any Club clay shoot at any venue provided the Secretary is notified beforehand, and has given consent, and the guest has produced satisfactory evidence of personal insurance cover. Participation is

limited to the extent permitted by law and limited to up to four occasions. Further participation in Club clay shoots is not permitted unless an application for club membership is accepted.

Any guest is at liberty to make a financial donation to Club funds in addition to any charge applicable at the event.

Guests may purchase shotgun cartridges to participate in the event but may not remove any unused shotgun cartridges from the range.

Overseas guests are permitted to use club facilities and participate in club events subject to them providing sufficient evidence of full name and permanent address. Evidence must be provided in good time for the Club to make any relevant enquiries.

All guests must make a declaration that they have not taken narcotics, alcohol or other substances that may affect their cognizance immediately prior to the visit.

### **6B Visitors (i.e. an individual who hold a valid firearms certificate or shotgun certificate)**

Members of other rifle and muzzleloading rifle & pistol clubs may be invited to attend club events and premises provided that they are engaged as a member of that other club in connection with target shooting and are covered by either their own personal insurance or insurance provided by their club. Such visits are limited to two occasions unless an application for membership of TVTSC is made.

Visitors holding their own FAC can attend Moorsholm Range when firearms are in use but must be accompanied by a Class A Member and have the prior consent of the Secretary.

The use of home loaded ammunition by visitors, unless in competition and covered by a relevant SSC card, is prohibited. A relevant SSC card is one issued through TVTSC or through membership of the NRA.

An SSC card provided through another club is not valid proof of competency for unsupervised participation in TVTSC activities.

Visitors may have a taster session for air gun and archery for one participating visit providing they are continually supervised. Archery tasters require the supervision to be by an approved archery coach or instructor.

Visitors who are undertaking duties as coach, trainer, or instructor on behalf of a governing body are not subject to visit limits. That visitor may demonstrate the correct use of firearms as part of those duties.

Overseas visitors are permitted to use club facilities and participate in club events subject to them providing sufficient evidence that they possess an equivalent authorisation in their home country to a UK firearms certificate. Evidence must be provided in good time for the

Club to make any relevant enquiries. In addition, the visitor must produce satisfactory evidence of personal insurance cover valid in the UK.

All visitors must make a declaration that they have not taken narcotics, alcohol or other substances that may affect their cognizance immediately prior to the visit.

Any visitor is at liberty to make a financial donation to Club funds.

## **6C Other clubs**

Other muzzle loading, miniature rifle, rifle & pistol, as well as sports clubs may use the facilities of TVTSC subject, to a fee to be determined by the Treasurer.

Other clubs using the TVTSC facilities must provide a written undertaking to observe TVTSC range orders and provide an indemnity for any damage caused by their activities.

## **7. YOUNG PERSONS**

The requirements of current legislation and MoD conditions relating to participation in target sports by young persons are to be followed as set out in the Range Orders.

## **8. BADGES**

All Members will be issued with an identity badge.

These badges MUST be worn when visiting all ranges. Visitors' badges will be available for issue on the ranges. Badge designations are as follows: -

- |                        |        |
|------------------------|--------|
| i) Full                | Red    |
| ii) Probationer        | White  |
| iii) Sports            | Green  |
| iv) Sports Probationer | Orange |
| v) Life member         | Yellow |

'Honorary Member' is a classification for CASC purposes only and will not involve the issue of a separate badge. The member will be issued with a badge as in the preceding paragraph. Designation as 'Honorary Member' is at the sole discretion of the Committee by Resolution.

A 'Visitor' badge may be provided by the club for instances where a non-participating parent, guardian or carer is providing assistance etc. to a club member. In this circumstance, the status of visitor in section 6B above, is disappplied.

## **9. OPEN DAYS (GUEST/VISITOR DAYS)**

The Club may hold Open Days at any Club venue to the extent permitted by law. Open Days shall be nominated in advance by the Committee and shall be notified to the police.

The term 'Open Day' is to be taken as including events operated by the Club as a Miniature Rifle Club.

Visitors/guests may attend by invitation only, and each shall have a sponsor who shall be responsible for obtaining a declaration from them under Section 21 of the Firearms Act 1968 (as amended), including full name and address, and for the supervision or procuring supervision during the course of the Open Day. This information must be provided to the Secretary in sufficient time for him to give a clear 72 hours minimum notice to the police.

If the venue is to be Ministry of Defence property, the sponsor, and the supervisor (if different) must be in possession of a valid SSC card issued via TVTSC or through membership of the NRA.

## **10. DISCIPLINARY PROCEDURE**

All members are subject to the Club's disciplinary procedure in the event of allegations of: -

- Dangerous behaviour at any venue in use by the Club;
- Chambering a rifle round without the butt being in the user's shoulder, the rifle pointed at his own target and permission has been given to shoot;
- A negligent discharge, that is, a round discharged deliberately or otherwise before the RCO/RSO has given permission to shoot, after the RCO/RSO has given an order to stop shooting, or a round fired outside of the boundaries of the safety area;
- A serious offence under the Firearms Act;
- Conduct unbecoming a member of TVTSC;
- Misuse of Club premises and property;
- Conduct which may invalidate any insurance policy; or,
- Any other matter considered by the Committee (acting reasonably) to be of such a serious nature as to warrant invocation of the disciplinary procedure.

The Club's disciplinary procedure is available for inspection upon request to the Secretary.

## **11. RANGE RULES (GENERAL)**

REMEMBER – Safety, courtesy at all times, consideration for others and the good name of our Club are your primary concerns.

Range orders are posted on the Lawson Way and Moorsholm ranges and attached to these Rules in an Appendix. For the avoidance of doubt, consequential changes to the Appendix caused by updating range orders shall not constitute a change to the Club Rules.

### **i) Moorsholm (Cow Close Wood) Range**

This Range is open for the use of FAC full members and FAC probationers under the supervision of FAC full members throughout the year. The range may, however, be closed for maintenance and at the request of the landlord farmer.

The Range may NOT be used by Sports Members unless they are attending as part of a Guest Day.

Range Orders are posted on the range. When the upper field is used for clay shoots, specific Range Orders are available from the Range Safety Officer.

The use of shotgun slugs is prohibited.

Parking is limited and during harvest time members must park on the main road (Freeborough Road) to avoid interference with the farmer's husbandry activities.

Parking near the range entrance i.e. by the flagpole at the top gate, is reserved for the Competition Secretary/Range Safety Officer. Vehicular access and parking in the top field is prohibited. Through traffic and/or field entrances must not be obstructed by parked vehicles.

Members attending the range must at all times appoint a Range Officer to oversee shooting when two or more people are in attendance.

## **ii) Lawson Way**

Range Orders are posted in A Range and B Range.

The use of FAC airguns and jacketed ammunition is prohibited.

Users must acquaint themselves with the Range Orders and comply with them.

Any person not complying with Range Orders may be warned, asked to leave the range and/or subject to the Club's disciplinary procedure at the discretion of the Range Safety Officer on duty.

## **iii) MoD ranges and Bisley ranges**

There must be full compliance with the Range Orders (and any local rules) relating to MoD ranges and the Bisley Ranges.

Members (and any visitors or guests) must follow the directions and briefing issued by the Club's Range Conducting Officer when on MoD ranges and the designated Safety Officer at Bisley.

All attendees at MoD ranges must be present for the RCO briefing. No person may shoot on an MoD range without having been briefed by the RCO.

No Club member or visitor may fire unsupervised at MoD ranges unless they have **in their possession** their own valid NRA Safe Shooter Certification card, as issued via TVTSC or as a member of the NRA.

Probationers (and persons without a valid NRA Safe Shooter Certification card issued via TVTSC or through membership of the NRA) must be supervised on a one-to-one basis when

firing. Supervision means; when the probationer/person without their own Safe Shooter Certification card is shooting, the supervisor isn't, and vice versa.

Visitors and guests are permitted to attend MoD ranges in accordance with Rule 6 above.

## **12. ADDITIONS/VARIATIONS TO THE CLUB RULES**

The Committee may, acting reasonably, add to or vary these rules for reasons of public safety, the proper management of ranges and the proper administration of the Club and its affairs.

No rule shall be varied or introduced which adversely affects the Principal Purpose of the Club. Rules may be introduced which give additional safeguards to the Principal Purpose.

No rule shall be varied or introduced which conflicts with or has the effect of creating a conflict with the Club Constitution or the Club's status as a Community Amateur Sports Club.

Where any question of conflict occurs the Community Amateur Sports Club conditions and the Constitution (in that order) shall have precedence.

Following each Annual General Meeting the Committee shall review the Club Rules with the aim of ensuring that they are fit for purpose and comply with all operational and external requirements.

## **13. REFERENCES AND GLOSSARY OF TERMS**

The Club Appeals Procedure.

The Club Disciplinary Procedure.

The Range Orders.

### **Glossary of terms:**

CASC – Community Amateur Sports Club.

FAC – Firearms Certificate.

'governing body' – the NRA, Muzzle Loaders Association, etc., as the context requires.

Guest – an individual person who does not possess a Firearms Certificate or Shotgun Certificate of their own.

MoD – Ministry of Defence.

NRA – National Rifle Association.

Principal Purpose – as set out in the Constitution.

Range Orders – the range orders applicable to the range in question, which includes the Range Orders pertaining to MoD ranges and the NRA ranges at Bisley.

SSC – Safe Shooter Certification.

'the Club' – Tees Valley Target Sports Club.

TVTSC - Tees Valley Target Sports Club.

Visitor – an individual person who possesses a firearms certificate or shotgun certificate of their own.

By Order of the Committee

4<sup>th</sup> June 2024