

# **Tees Valley Target Sports Club Minutes of Meeting – 5th March 2024 – Executive Summary**

## **Attendance**

Richard Frankland (Chair) - RF, Pete Costello (Treasurer) – PC, Ken Hart (Secretary) – KH, Barry King – BK, Geoff Bell - GB, Julian Sorrell – JS, Tony Curry – TC, Les Cook – LC, David Pengilley – DP, Mark Grimwood - MG, Clare Pinnegar - CP, Ian Lindsay - IL, Rocky Wright – RW, Phil Hughes – PH Peter Nicol (Note Taker)

## **1. Apologies**

Ron Benson

## **2. Minutes of last meeting – 13th February 2024**

The minutes were moved as correct by PH and seconded by BK. The minutes were signed off by RF as being an accurate record.

## **3. Matters arising (Not on the agenda)**

- KH/BK confirmed that the welcome pack was finished. BK advised that the pack had been provided to the most recent new members. KH requested a copy of the pack. **ACTION** – BK to forward to KH.
- KH has sent a letter of appreciation to Vit Kovalionok for his work on the updated Club GDPR policy.
- KH has progressed the initiation of an archive. Boxed Lever Arch files are on order. An exercise needs to be undertaken to cull old paper records and decide what can be destroyed and what needs to be archived. Work in progress. **ACTION** – KH to progress and report back.
- The membership has been canvassed and at least three expressions of interest received for undertaking training with the NRA for RCO and RSO qualifications. **ACTION** – KH to send interested parties the Club application forms for training. The cost (of the course only) to be at the Club's expense.
- RF confirmed that clarification of the Club's rules regarding Life Membership was in hand. (See Item 5.2 below)
- KH has received more details from Paul Philipps regarding the Club's Bisley competitions in terms of the rules and programme.

Details to be notified to members via the WhatsApp. **ACTION** – PC to arrange Bisley Competition details to be promoted via the WhatsApp.

- PC to arrange for Rocky (RW) to be added to the WhatsApp list.
- Vit Kovalionok has offered to run a miniature rifle competition at Lawson Way on Saturday 13/04/24. **AGREED** – Vit's offer be accepted. PC to include competition details on WhatsApp.
- In the absence of RB there was no news as to whether the Club's Enforcer had been sold.
- LC had consulted with the three archers about allocating Thursday evenings to air rifle shooters. The suggestion was not agreed so Thursdays remain as the archery evening. **NOTED**

#### **4 Secretary's Report**

**4.1** KH reported a Competition Results Journal had been started by Peter Metcalfe. Competition results need to be sent to Peter once results are available but by December at the latest. The information will feed into the Awards Evening/AGM. **AGREED**

**4.2.** A Key Register is to be instigated. The register will record who has what keys. **ACTIONS** – 1) PC to arrange appropriate sets of keys for new committee members to comply with the rules regarding access to firearms. 2) KH to keep and update the Register.

**4.3.** KH had received a report from Andy Cook regarding a probationer trying to fire rounds with 'proud' primers. KH had followed up the report and instigated reloading training with the probationer. **AGREED** - that KH's brief as Secretary be expanded to include KH as the Club's reloading advisor in order that KH is covered by NRA insurance.

KH said his ultimate aim was to convert the existing Lawson Way store (at the end of the corridor) to a reloading room. This would entail moving all existing useful stores into an external storage container.

**4.4.** Regarding requests for FBR longer ranges, JS reported that bids had been made accordingly. This is why he moved shoots from the first weekend of a month to the third in view of possible cancellation and the greater availability of ranges on those weekends. JS seeks ranges at a lower elevation in order to minimise the possibility of shoots being cancelled due to adverse weather conditions. **NOTED**

## 4.5 Correspondence

1. a) Ward Thompson had corresponded that the Anchutz was incapable of economic repair. **ACTIONS** – PH to bring the rifle to Lawson Way and KH to arrange a second opinion from Fultons at Bisley.
2. b) KH encouraged committee members to submit items for inclusion on the agenda and to invite Club members to contact him with any questions, feedback on events and suggestions on how improvements could be made.

## 5. Chair's Report

**5.1** RF had previously circulated a suggested CASC Action Plan to the February committee. The report had been circulated again prior to this meeting. The key objective of any plan must be the encouragement of members to participate in the Club and its sporting activities.

**5.2** A consequence of the suggested Action Plan was the need to revise and amend the Club rules to emphasise the need for member's participation and attendance at Club events and activities. DP made several detailed and relevant amendments to the previously circulated draft Club rules. RF requested that DP and any other attendees, email RF with the changes required. **ACTIONS** – 1) DP to email RF with corrections/changes to the Club rules. 2) RF to incorporate the changes in the amended Club rules including the section regarding Life Membership.

**5.3** RF explained that the Action Plan was to address the need to fulfill HMRC requirements for the Club to maintain its CASC status. By having an Action Plan in place demonstrates that the Club is addressing the need for documented participation in Club activities. The Club is abiding by HMRC guidance. **APPROVED** the strategy as outlined in the Action Plan. **ACTION** – RF to progress implementation of the Action Plan which involves letters to:- a) those members where there is no record of

attendance for 12 months or more, b) members who have attended for less than 12 times in a year, and c) email members who have met the CASC requirement in case they are not aware of the CASC rules.

(RF had circulated drafts of the proposed correspondence for each of the three categories) **AGREED** – RF to proceed with implementing the Action Plan as outlined.

**5.4** It was noted that PC had produced an electronic attendance form for members to complete when using Moorsholm.

**5.5** It was **NOTED** that the CASC requirements had been explained in the recently released Spring Bulletin. **ACTION** – PC to arrange for the Bulletin to be included on the Club's web site.

**5.6** RF has spoken again with Stephen Brown regarding the Club acquiring the freehold interest in Lawson Way. RF had reported the pessimistic feedback from the Council in his written report. Basically, the transaction is small in the Council's bid to release funds from the sale of its assets and that the Council had a legal obligation to secure best value. RF suggested that as two Club members are retired surveyors (Peter Metcalfe and Peter Nicol) that they should take over the work and liaise with Stephen Brown. Following and dependent upon his advice, they should seek a meeting including KH with the ward councillor to promote the Club's interest in acquiring the freehold from the Council and increase its priority by pointing to the Club's record in community involvement and its prestigious contribution to sport at a regional level. **AGREED** – That PN, Peter Metcalfe and KH take over the negotiations including seeking a meeting with the North Ormesby ward councillor as appropriate.

**5.7.** RF reported that he had not had a reply to his letter sent in December to Mr Corney regarding a possible Club range near Stillington. TC commented that he had briefly spoken to Mr Corney recently and that RF's original letter had not been forgotten. **ACTION** – RF to keep under review.

**5.8.** RF had circulated a request for experienced FBR shooters to step forward and offer their services as trainers for probationers to achieve the NRA's Safe Shooters Certification. (This is a requirement for shooting on MoD ranges and Bisley.) Twelve responses had been received and RF passed details to JS to pursue. **ACTION** – JS to contact the members that have registered an interest in becoming SSC trainers with a view to allocating them a probationer at a forthcoming FBR shoot.

**5.9.** RF had circulated the first sections for creating a club Risk Register along with an Audit Report Form. **ACTION** - JS is to take forward with assistance from Craig Isbell.

## **6. Membership Secretary's Report**

6.1 BK circulated four applications for Sports membership:-

Stephen Andrew Swan	Membership No.	1009
Richard Mathew Hardy	“	“ 1033
Clive Andy Lomax	“	“ 1049
Stuart Ian Carling	“	“ 1065

6.2 BK to obtain a passport standard photo for Hardy.

6.3 All four applications were approved.

## **7. Treasurer's Report**

**7.1** PC provided documentary evidence in the form of the Club's bank statements for the following standing of Club accounts: -

No. 2 Account	£3,442.41
General Reserve	£25,000.00
Land & Buildings	£40,000.00
Subs Holding	£3,498.64
Tags	(£975) Refundable
<b>TOTAL</b>	<b>£71,941.05 (Excluding tags)</b>

## 7.2 Major items of expenditure

Electricity	£1,007.99
Landmarc (Feb Catterick shoot)	£538.74
AGM Printing	£150.00
Water Rates (NWA)	£22.00
MBC Rates	£29.00
Postal Services (SBC)	£40.00
Keys	£43.00
Photo copier toner	£37.90
Defibrillator service	£123.00
CCTV Camera (Moorsholm)	£59.99
Camouflage tape (Moorsholm)	£12.59
Bank charge (Card reader)	£9.72

**7.3** JS queried what happened with the refundable monies held for fobs. PC suggested that when the amount reached £1,000 that it be transferred into the No.2 account and any refunds be paid out from that account. **AGREED** – PC’s suggestion for dealing with future refunds be accepted.

## **8. Lawson Way Range Report**

**8.1.** JS drew attention to the inoperable ‘turning targets’. To make them functional requires a compressor to work the ‘turners’, the wiring needs renewing and the control panel needs rewiring. It is possible to use the targets using a whistle to signify when firing can take place. IL willing to donate a compressor. **ACTION** – IL to keep under review with the aim of making the ‘turners’ operable.

**8.2.** PH had received an offer from Ian Robinson, (a qualified NSRA instructor) to help supervise air-rifle evenings in ‘A’ Range. **NOTED 8.3.** PC reported he was gradually replacing fluorescent light tubes with LED bulbs that are being sourced by a member. The bulbs would otherwise be discarded. **NOTED**

**8.4.** PC working with Ian Hadfield towards arranging metal membership cards. The cards would have the member’s photo, a bar code for the Electronic Data Management System (EDMS) and a colour code to reflect the level of membership. The estimated printing cost is 60 pence per card. **ACTION** – PC to bring a sample to the next meeting.

**8.5.** IL reported that current Safety Certificate required works to make the Club compliant. The smoke alarms, heat detectors and electrical circuits need testing. IL has arranged the electrical tests for w/c 11/03/24. **ACTION** – IL to liaise with TC regarding access and any building works.

**8.6.** IL reported that in 'A' Range the Linotex Curtain that forms part of the backstop had been patched and in some places was three layers thick which is a potential 'splash back' hazard. PC advised that there may be some Linotex in the store. JS/LC/TC/IL to look at moving the strings and targets to reduce bullet impact on specific areas. **ACTION** – IL/TC to arrange replacing damaged and patched 'splash back' covering/Linotex in 'A' Range.

## **9. Moorsholm Range Report**

**9.1** GB drew attention to excessive moisture in the 'top hut'. GB wondered if some insulation could cure the problem. PC advised that 'container rain' was prevalent in all un-ventilated steel storage containers. **NOTED**

**9.2** GB drew attention to the presence of 3 or 4 clay launchers in the store. All the regular users of Moorsholm agreed that they were surplus. **AGREED** – MG/LC to bring the clay launchers to Lawson Way prior to them being offered for sale.

**9.3.** PC has installed the new CCTV camera which necessitated the use of a ladder. The ladder is currently in the secure store. **NOTED**

## **10. Any Other Business**

**10.1** PC had received an inquiry from a member about whether 12 bore slugs could be used at Moorsholm. **AGREED** – PC to inform the enquirer that such cartridges cannot be used.

**10.2.** PC had received an inquiry about using a rifled shot gun at the Catterick ranges. **AGREED** – PC to inform the enquirer that use of such a rifle is not permitted due to Range Orders.

**10.3.** A query was raised as to whether archery activities were covered by the Club's insurance policy. **AGREED** – KH to contact the NSRA to check.

**Date of Next Meeting – Tuesday 2<sup>nd</sup> April 2024.**

