

Tees Valley Target Sports Club

Minutes of Meeting – 4th March 2025

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Attendance

Richard Frankland (Chair) - RF, David Pengilley (President) – DP, Pete Costello – (Treasurer) – PC, Mick Lord (Secretary) – ML, Rocky Wright – RW, Ian Lindsay - IL, Phil Hughes – PH, Tony Curry – TC, Geoff Bell – GB, Les Cook – LC, Barry King - BK, Andy Cook - AC, Peter Nicol (Note Taker) – PN

Matt Smith made a short presentation about his wish to let some of his gunsmith tools and equipment be kept at Lawson Way for use by Club members. The items included a bench with gun vice, three packs of tools, a scope leveller, digital torque wrench and lapping kit. The bench will be kept in the Committee Room. Matt suggested that members using the equipment should make a donation. **AGREED** – the equipment (apart from the bench) be kept in the secure Store Room and a log be used to control who has used what item and record donations made.

The Committee thanked Matt for his generosity.

1. Apologies

Clare Pinnegar and Mark Grimwood

2. Minutes of last meeting –18th February 2025

The apology from Andy Cook had been omitted and a manuscript amendment was made accordingly. Otherwise the minutes were moved as a correct record by LC and seconded by RW. The minutes were signed off by RF.

3. Matters arising (Not on the agenda) -the bracketed number refers to the minuted item from the last meeting.

- 3.1 (3.8) ML had been in touch with the Home Office regarding the Club's FAC which in turn led on to a discussion as to what the admin. requirements would be if a Club member became an RFD operating out of Lawson Way. Gareth White is the new Police contact locally. **NOTED** – ML to continue research.

- 3.2 (3.10) ML has been in touch with Steve Bowser (NRA). Steve available to run an Instructor course in May. ML had a note of 9 candidates. A discussion ensued regarding their experience and current qualifications – RCO or RSO? A short list was agreed as follows: - Andy Cook, Brad Cheeseborough, Ben Bamford, Mark Grimwood, Mark Baty, Liam Rose and James Palmer.
AGREED – ML to approach the candidates shortlisted and ask their reasons why they should be approved for the course and report back.
- 3.3 (3.13) In view of the apology from CP, an update of her application with Archery (GB) – will be picked up at the next meeting. **NOTED**
- 3.4 (3.14) The fee has been paid to MLAGB and affiliation has been concluded. **NOTED**
- 3.5 (3.16) Trevor Wade has started on refurbishing the benches in 'A' Range. Basically, the benches are twinned and need stiffening. **NOTED**
- 3.6 (4 vi) RW has attended 'B' Range on Saturdays and observed Saturday morning shooters and all Range Orders being followed. - **NOTED**
- 3.7 (5.4) The Lawson Way Range Rota for Saturdays should read DP for 'A' Range and PC/RW for 'B' Range. **NOTED**
- 3.8 (5.7) ML has not been passed the Club's Firearms Register by his predecessor. **AGREED** – ML to track down the Register and up date with current details. In addition, ML needs to find the Landmarc Range Licence for the Club at Catterick.
- 3.9 (7.4) PC reported that a printer had been purchased and it would be installed in the Office very shortly. **NOTED**
- 3.10 (10.1) BK to double check GB's record of membership to establish if he qualified for Life Membership. **ACTION** – BK to check.
- 3.11 (10.4) Regarding the procurement of ammunition by bulk purchase, it should be noted that some RFD's allow purchase of up to 60,000 (not 10,000 as previously minuted) with draw down. **NOTED**

4. Chair's Report

4a CASC Action Plan

4.a.i. The Chair had previously circulated a detailed report updating progress on the CASC Action Plan that had been agreed by earlier Committee meetings. The report and the subsequent discussion drew attention to discrepancies between the ESRS BK's membership records for February 2025 shows 271 members while according to the 2024 Membership List there were exactly 300 members. It was hoped PC's record of subscriptions received may assist in reconciling the true position. It was noted that the membership fluctuated due to new members joining and some not renewing. It would seem that there are at least 30 members that are not logged on to the ESRS **AGREED** - That BK, PC with Roger Johnson arrange a reconciliation of the total membership on a fixed date.

4.a.ii The fixing of the membership number is important for the Club to be able to demonstrate to HMRC that the CASC attendance criteria is met. It is impossible to accurately assess the percentage of attendances without know the true membership number. **NOTED**

4b. Concessionary Memberships

4.b.i The Chair had previously circulated a detailed report setting out a proposal for a 'Low to Modest Income Membership Policy' to introduce a concessionary membership scheme that complies with CASC rules and guidance. The Chair has used guidance issued by the Association of Community Amateur Sports Clubs to prepare his report and the scheme being proposed reflects what other amateur sports clubs have successfully adopted. **NOTED**

4.b.ii. The proposed scheme requires that the Club appoint a CASC Committee to deal with applications made under the proposed scheme. It was **AGREED** that the committee would comprise of RF, ML, DP and APC with RF (as Chair) having a casting vote in the event of an equal split of votes. PN will act as clerk to the CASC committee in the capacity of the Authorised Official for CASC/HMRC purposes.

4.b.iii. The report set out the Club's CASC Committee's remit and constitution. **NOTED**

4.b.iv. The Committee **AGREED** the Chair's recommendations as follows:-

- 1) That the draft Policy and Guidance be agreed.

- 2) That the CASC Committee be authorised to finalise the draft Policy and Guidance.
- 3) That the CASC Committee implement the arrangement (as amended by them) set out in the Chair's report and determine all applications for CASC Concessionary Membership for 2025.
- 4) The finalised arrangements be publicised via the Spring Bulletin and elsewhere.

5. Secretary's report

5.1 ML had previously circulated to all Committee members the following:-

- The revised Constitution following approval of the changes at the AGM. The Chair, Treasurer and Secretary signed the revised copy as being a true record. A further signed copy was provided to PN for sending to HMRC for CASC compliance.
- The revised document 'Describing the New Committee Functional Roles' to record the duties of the two new Committee members – Sports Membership (Archery) and Sports Membership (Air)
- The revised Club Rules incorporating the change of the period of eligibility for election as a Committee member as approved at the AGM.
- A provisional timetable of Club competitions for 2025. (The Committee discussed and agreed a few changes and additions to include monthly FBR events, Black Powder competitions at Moorsholm and Traditional Under Lever competitions.) **ACTION** - A revised/updated list will be circulated by ML at the next meeting. **ACTION** – the agreed list will be publicised by ML via the Spring Bulletin and Lawson Way notice boards.

5.2 ML has been notified of changes to the Archery Range Orders for 'B' Range prepared by Bob Dunn. The rules are designed to simplify existing procedures.

AGREED - ML to circulate revised suggested rules for consideration at the next meeting with CP present.

5.3 UKPSA renewal. ongoing

5.4 **Correspondence**

5.4.1 Only one item – GB has received confirmation of his Safeguarding qualification and is registered with the Disclosure & Barring Service (DBS). **NOTED**

6. Membership Secretary's Report

6.1 BK circulated the following applications for Club Membership:

Finley Bowater - Firearm Member	No. 179
Mary-Laure Christine Readman – Full Member	No. 72

6.2 The two applications were approved. **AGREED**

7. Treasurer's Report

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

Current account (No.2)	£3,624.02
General Reserve	£17,061.27
Land & Buildings	£40,593.29
Tags	(£1,000.00) Refundable
Subscription Holding Acct.	£13,974.65
TOTAL	£75,253.23 (Excluding tags)

The figures include receipt of a total of £241.63 Gross Interest payments

7.2 Major Items of Expenditure

Electricity	£1,320.36
Landmarc	£375.00
AGM printing	£164.00
Trophies	£55.00
Internet	£21.60
Rates	£31.00
Post Box (SBC)	£40.00
Trophies	£55.00
Water Rates	£27.00
Card Reader	£18.00

8. Lawson Way Range Report

8.1 TC is to advertise the need for a working party to carry out works in 'B' Range involving moving the cameras and lowering the baffle by using

timber carcassing and plasterboard. These works will necessitate a one day Saturday shut down of 'B' Range. **AGREED** – TC to action.

8.2 RW and CP need to meet and agree allocation of cupboard space in 'B' Range. It was noted that it was not good practice to store archery arrows with bows. However, this was an Archery (GB) recommendation and was not obligatory. RW needs a cabinet or cupboard for storing targets. CP to raise with Colin Speechley and Bob Dunn to see if any existing archery space can be freed up. **ACTION** – CP and RW to progress storage arrangements in 'B' Range.

8.3. As part of the works TC will arrange construction of a rifle rack to avoid unused rifles being left on benches, chairs, cupboard tops during changes of details. The works will include renovation/repair/renewal of benches in 'B' Range. **ACTION** – TC to progress and report back.

8.4 An offer of £50 had been received from Peter Rynn for three unused archery bosses residing in 'B' Range. **AGREED** – the offer be accepted.

8.5 IL reported that a fault was showing intermittently on the circuit board. IL trying to establish if there was a fault with a strip light or a sensor. If anyone sees that an alarm is showing, they should make a note of which circuit and tell IL. **NOTED**

8.6 It was noted that the spot light pointing at the entrance gate was defective and needed checking. **ACTION** – IL to investigate.

8.7 PC commented that a person unknown was using .44 wads and littering 'A' Range. **AGREED** – RCO's to try and identify perpetrator and speak to stop their use. BK to speak to one suspect.

9. Moorsholm Range Report

9.1 GB reported that due to the wooden flooring at the firing point being rotten, he had placed paving slabs over the worst areas. **NOTED**

9.2 GB reported live rounds had been left in the rubbish which had exploded when burnt in the incinerator. **AGREED** – a note to be included in the Spring Bulletin in an endeavour to stop future occurrences.

9.3 LC plans to have a clay shoot on Sunday 09/03/25 – subject to confirmation of transport of the traps. **NOTED**

10. Any Other Business

10.1 There was a discussion about whether the Club should pay for the engraving of trophies presented at the AGM. **AGREED** – ML to establish cost from Tony at D.G. Trophies on Lawson Way. ML has since established the cost is circa £2 per engraving. **NOTED**

10.2 AC raised the issue of training probationers at FBR shoots. AC recommended that there should be a limit of probationers otherwise paid-up members end up devoting all or part of their shooting time to supervising and training probationers.

10.3 AC asked if BK or anyone else, kept a list of probationers that have training to complete. It was established that no such record is kept as each probationer retains his own record of when and how training was received and what is outstanding. **AGREED** – dedicated training sessions for FBR were required. For such sessions the probationer should make a donation of £15 per half day or £20 for a full day. The probationer must pay for all ammunition used in training. There needs to be a financial penalty for a 'No show' once a probationer has signed for a dedicated training session.

10.4 There was a discussion regarding Landmarc's alleged requirement of one shooter per firing point. If this was true it would limit numbers on 12 Lanes to a maximum of 24. It was concluded that Landmarc's rule and the Range Licence does **not** limit the number of shooters, but it was accepted that only one shooter per lane at any one time was the rule. **NOTED.**

10.5 AC reported he was meeting Julian Sorrell on 05/03/25 to discuss the interpretation of the Range Licence along with guidance notes received from Landmarc. **NOTED**

Post Script AC has provided a detailed note dated 05/03/25 that has been circulated to all Committee members. Some comments have already been made to AC on points of detail.

10.6 It was **AGREED** that AC as FBR lead should produce a note of the rules that need to be followed at the Catterick Ranges before the next shoot on Saturday 19/04/25 however it will be noted the next Committee meeting is to be held on Tuesday 15/04/25.

10.87 At the last meeting there was a discussion regarding the procurement of ammunition in relation to getting the best discounts for bulk purchasing. Some RFD allow the purchase of up to 60,000 rounds with draw down arrangements as needed. The minutes erroneously quoted 10,000 rounds.

Date of Next Meeting – Tuesday 15th April 2025.