

Tees Valley Target Sports Club

Executive Summary of Meeting – 1st October 2024

Attendance

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

1. Apologies

Phil Hughes

2. Minutes of last meeting – 3rd September 2024

The minutes were moved as a correct record by IL and seconded by LC. The minutes were signed off by RF.

3. Matters arising (Not on the agenda)

3.1 The key log is being progressed. KH has circulated a proforma to establish which members hold what keys. Some of those present had been unable to open KH's email attachment. **ACTION** – KH to resend and progress the key log.

3.2 KH securing discounts for ammunition purchases of up to 10%. Hoping to gain a similar discount from the NRA. **ACTION** – KH to continue seeking discounts from suppliers.

3.3 Guest Day – Saturday 5th October is to be a members' afternoon. JS will be taking the defibrillator.

3.4 KH to produce a protocol for FBR Catterick shoots. It was noted that JS had circulated rules for members regarding parking at Catterick Ranges with ML acting as parking marshal. **ACTION** – KH to produce an FBR protocol for the Club use of Catterick Ranges.

3.5 CP had been unable to organize a meeting with herself, Nigel Case, Bob Dunn and Colin Speechley to review guidance from Archery GB. **ACTION** – CP to pursue the calling of a meeting.

3.6 RF reported that in the context of CASC, 12 attendances of otherwise dormant members had been recorded as a result of chaser letters and emails to all members. **NOTED**

3.7 TC arranging replacement of the rotten boarding over the redundant cellar entrance with profiled metal plates. **ACTION** – TC to arrange sealing of cellar entrance with steel plates

3.8 TC reported that the supplier had not delivered the necessary materials to carry out the planned maintenance work at Moorsholm on 11/09/24 as planned. **ACTION** – TC to progress maintenance works at Moorsholm once weather permits and materials available.

4. Secretary's Report

4i KH introduced Mick Lord (ML) as a potential Assistant Secretary. It was noted that ML had not been a member for the required 10 years, but had been a member for 6 years. KH proposed ML be designated as Secretary in waiting for the 2025 Committee. On a majority vote it was **AGREED** that ML be accepted as Secretary in waiting.

4ii KH commented on the good attendance at Barry Grimwood's funeral, over 40 members had attended

4iii KH raised the possibility of extending Lawson Way premises to create a reloading room and a store area for the clay traps which would need a ramp for access. After an exchange of views, it was **AGREED** that:

- The NRA will make competence in reloading as part of the Safe Shooting Certificate in 2025 and it therefore needs to be included in the training syllabus for club probationers with a suitable training area. The Chair confirmed that this was already the case. However, some concern was expressed over the arrangements for practical instruction lead by the Secretary which would be reviewed.
- Reloading training could be done in the Committee Room using a portable press and other reloading equipment. The Room offers a reasonable amount of space with good lighting and the ability to use the internet linked to the TV.

MG will donate basic reloading equipment

There was unanimous support for a covered storage area for storing the Clay Traps and their trailer. **AGREED** – TC to work up a proposal for an extension.

4iv The newly qualified RSO's are Ian Robinson, David Shutt and Vitalijus Kovalionok.

The newly qualified RCO's are Mark Baty, Mick Lord and Mark Grimwood.

RF suggested that the new RCO's and RSO's be encouraged to offer their services at Lawson Way – not every week - but to reflect the Club had funded their training. **ACTION** - KH to contact newly qualified RSO's and RCO's to seek their services at Lawson Way.

4v KH sent out an email on 30 September to all members inviting expressions of interest in being a Club Instructor. Already 10 members have expressed an interest – some are RCO's. It was noted that the NRA are reviewing the instructor course in 2025 to make it more comprehensive. **ACTIONS** – KH to check if instructors need to be RSO/RCO qualified and interview instructor applicants.

4vi It was noted that Alan Hutton ran an NRSA course for RCOs but it only led to qualification to run ranges for the use of .22 rifles and air-guns

4vii The Committee **NOTED** that Landmarc and MoD representatives had observed the September FBR shoot at Whitfell. JS pointed out that Landmarc were not enforcing 'new' rules but were ensuring that the long-standing Range Orders were complied and that the Range Orders are now being strictly enforced in particular in relation to parking near the firing point. To comply with Range Orders ML will act as parking/traffic marshal. It was further **NOTED** that of all the civilian clubs using the Catterick Ranges, our Club had the best reputation with Landmarc. JS has circulated a note 'Important information for all Catterick users' setting out the basic rules that need to be observed.

4viii KH raised the question of training and after some discussion it was agreed that increasing the pool of qualified instructors so that instruction and training did not fall on the same group of individuals as was currently the case, was a desirable outcome. It was **NOTED** that the recruitment of new instructors would help to bring 'new blood' into the training program which would be helpful.

4ix KH reported he had purchased a trophy for the winner of buffalo competitions. KH purchasing a trophy – the Barry Grimwood Memorial Cup and GB and Vit have in hand trophies for competitions that they run including multi-targets and .22 long range competitions

4x. KH reported that the NRSA does not do training for archery and CP confirmed that Archery GB does provide a training programme. **NOTED**

4xi Correspondence

JS has prepared a Risk Assessment for CASC compliance. JS had used data supplied by Roger Johnson from the ESRS regarding attendances. Up to 30/09/24 attendance was slightly increased with 40% of members achieving at least 12 attendances. Seven members that had not attended at all last year had recorded visits this year. The letters sent out by the Chair and the email sent out by BK, appeared to be having an effect. It was **NOTED** that the true position would not be known until the end of year report was analysed.

4. Chair's Report

4.1 The Chair had previously circulated his report to the Committee that included a section on Safeguarding. The report detailed a revised Safeguarding Policy that RF recommended be accepted and a copy be included on the Club's web site. **ACTIONS** –

1. That the policy be agreed, and a copy appear on the website.
2. That the Secretary send a copy to all ROs.
3. That the Secretary arrange for Disclosure & Barring Service (DBS) checks and training to be sourced and provided to the Safeguarding Officers (SOs).
4. That the Secretary canvass members willing to act as SOs.
5. That the policy be referenced in future Member Bulletins.

4.2 RF gave an update on responses to his letters to members that had not met CASC attendance requirements. Nine members had responded giving details of medical or family reasons for being unable to attend Club activities. **AGREED** – that those members giving good reasons for non-attendance as referenced at the meeting, be permitted to retain their membership for 2025 on the understanding that they will resume participation to the required levels when they are able to do so.

4.3 After PC had reported to the last meeting that some new members and probationers were arriving at Lawson Way not knowing where basic facilities were, RF had met with BK to establish what information was provided to new members. RF reported that all new members received a Welcome Pack (a copy was circulated to all present.) All new members were offered a tour of Lawson Way but not everyone took up the offer. PC commented that three new members had turned up one recent Saturday, claiming they had not received Welcome Packs. BK assured the meeting that all probationers/new members received the Packs. TC suggested that a tour of Lawson Way be made mandatory for all new

members/probationers before they are handed Membership Cards. The tour to include: fire escapes, location of First Aid kit, location of defibrillator and fire assembly point. **AGREED** – a tour of Lawson Way to be mandatory for all new members/probationers before they are handed their Membership Cards.

4.4 As part of the Welcome Pack new members/probationers are signposted to the website and how to join the Club WhatsApp group as this puts them in touch with a huge amount of information about the club. It is desirable that this is strengthened. **AGREED** – BK/PC to liaise to ensure necessary steps taken for accessing the website and WhatsApp Group.

4.5 RF drew attention to the brief that PN had produced for seeking a replacement site for Moorsholm. The brief was included in the previously circulated Chair's report. It was noted that PN's brief had used much of the detail regarding size and dimensions from PC's Reserves Policy that had also been circulated in the Chair's report. **AGREED** –

1. That the brief be accepted, and PN be authorised to seek and appoint agents to seek a replacement outdoor range on the above basis.
2. That PN in conjunction with the PC be authorised to agree reasonable fees with the selected agents.
3. That the Reserves Policy be reiterated as the Clubs approved approach and PC be thanked for his efforts in this regard.

4.6 RF had circulated to all Committee members a draft of the Autumn Bulletin. RF mentioned this task was part of the Secretary's remit going forward after KH retires. Some contributions were still outstanding and as some of the material in the Bulletin was time sensitive, they were needed as soon as possible but not later than 02/10/2024. **NOTED** RF needs all additions to the draft Bulletin by the end of 02/10/24.

6. Membership Secretary's Report

6.1 BK circulated two applications for Full Membership:

Ian Stuart Icton
Leigh Paterson

Membership No.37
" No.43

6.2 BK circulated seven applications for probationary Fire Arms and Sports membership:

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|-------------------------------|------------------------------|
| Brian Robert Lacey | Membership No. 1106 (Sports) |
| Brian Malcolm Appleby | " No. 1107 (Sports) |
| Alexander Marc Ebinger | Membership No. 47 (Full) |
| Stephen Bernard Welch | " No. 65 (Full)* |
| Finley Jacob Norman Donaldson | " No.66 (Full) |
| Paul David Allday | " No. 67 (Full) |
| David Allday | " No. 136 (Full) |

Mr. Welch needs to sign the confirmation that he has no convictions – **ACTION** – BK to seek the necessary confirmation. (NB – Cleveland Police have vetted his FAC application satisfactorily.)

All the applications were approved subject only to further confirmation regarding Mr. Welch.

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:

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|----------------------|------------------------------------|
| Current account | £3,843.61 |
| General Reserve | £25,000.00 |
| Land & Buildings | £40,299.51 |
| Subscription Holding | £346.75 |
| Tags | (£1,000.00) Refundable |
| TOTAL | £69,489.87 (Excluding tags) |

7.2 Major Items of Expenditure

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|-------------|----------|
| NRA Courses | £1085.00 |
| Rent | £562.44 |

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|-----------------------------|---------|
| Gun Cabinet | £180.00 |
| Landmarc | £768.50 |
| Landmarc (balance owed) | £107.45 |
| Moorsholm – repairs | £453.42 |
| Ammunition | £270.00 |
| Assoc. CASC | £195.00 |
| Trophy | £95.00 |
| Photocopier roll | £46.44 |
| Archive storage boxes | £12.00 |
| Rates | £31.00 |
| Post Box (SBC) | £40.00 |
| Safety specs | £40.32 |
| Internet | £21.60 |
| Ear Defenders | £27.25 |
| Water Rates | £27.00 |
| Boyes & Screwfix (Red Flag) | £24.85 |

7.3 PC showed an A4 poster to be displayed at Lawson Way and placed on the web-site showing three QR codes that can be used to pay the Club subscriptions for 2025. All subscriptions due by 31/12/24.

7.4 PC drew attention to the other ways of paying subscriptions:

- Electronic transfer to Tees Valley Target Sports account , Sort Code 20-56-74 Acct. No. 13089339 – put surname and membership number as the reference
- Hand payment to PC or BK
- See PC – he has a card reader for the Club’s account
- Leave in an envelope in the safe at Lawson Way with note of surname and membership number.

Members **MUST NOT** put payments in the post box on the Lawson Way perimeter fence, it is not secure enough.

7.5 The means of paying subscriptions is fully explained in the forthcoming Bulletin. There is no excuse for late payment. **NOTED**

8. Lawson Way Range Report

8.1 TC reported that there were shrinkage cracks in the roof above 'B' Range and a significant roof leak in vestibule outside the Committee Room. An interim repair has been made to the latter.

8.2 The Linatex has arrived and is awaiting installation.

8.3 TC has contacted possible contractors for installing cameras in 'B' Range. Prices should be available for the next meeting.

8.4 DP/PC reported at the last Tidy-up at least one live round had been found in the brass scrap bin along with several primed rounds of various calibers. RF referred to a section in the forthcoming Bulletin emphasizing the seriousness of discarding live and primed rounds that could lead to a charge of unlawful act manslaughter. There is a fluorescent ammunition box located in 'A' Range for disposing of live and primed cases. **NOTED**

9. Moorsholm Range Report

9.1 It has become apparent that it is not just the floor boards at the Firing Point which are rotten, but also the framework beneath the flooring. GB commented that one shooter had a board break under her foot. **ACTION** – TC to carry out repairs to make safe.

10. Any Other Business

10.1 The question of participants requirements for 'taster sessions' for non-members for archery and air-rifle activities was considered. It was **AGREED** that a Section 21 form was not necessary. Any participants must be by invitation only and be pre-arranged. A record needs to be kept of participants, (name and date) with 1:1 supervision at all times. Only Club owned equipment must be used. While non-members are in Lawson Way, the Store must be kept locked. **ACTION** – RW/CP to ensure the above precautions and requirements are complied with.

10.2 KH raised the possibility of the Club storing deceased members firearms. RF commented that the Club must not become a repository for firearms that members or their relatives cannot take the trouble to

dispose of via proper channels. **AGREED** – MG to prepare a paper outlining the implications of such a scheme for the Club

Date of Next Meeting – Tuesday 5th November 2024.