

HARTLEPOOL RIFLE CLUB

CONSTITUTION

2012

AIMS AND OBJECTIVES

- 1) The club will be called “The Hartlepool Rifle Club“, and shall hereafter be referred to as “The Club”.
- 2) The club shall be affiliated to any association considered necessary by the committee.
- 3) The object of the club is to encourage skill in rifle and pistol shooting by providing instruction in the use of both rifles and pistols, to any person who meets the criteria to become a member.
- 4) The range will only be open for use at the times specified in the club byelaws displayed in the clubroom, or at the Duty Officers discretion.

MANAGEMENT OF THE CLUB

- 1) The club shall be managed by a President, Vice President, Secretary/Treasurer, Captain, Chairman and a committee of ten (four forming a quorum). These officials shall be elected at the A.G.M. in each year. Vacancies in the committee, or any office, occurring during the year may be filled by committee.
- 2) The committee may fill any casual vacancy that occurs.
- 3) Retiring officers and members of the committee may be re-elected.
- 4) One member of the committee shall be nominated as Vice-Chairman.
- 5) One member shall be nominated as Vice-Captain.
- 6) The Secretary shall convene meetings of the committee as required, on giving seven days notice.
- 7) No member may be proposed as an officer or member for the committee unless they have been a member of the club for at least twenty four (24) months. Members/committee members removed for misconduct or suspended are barred from serving on committee for 3 (three) years.
- 8) In any committee vote the Chairman shall have the casting vote in the event of a tie.

- 9) The committee shall have the power to legislate upon any point not set out within the constitution.
- 10) Any official or member of the club, receiving any monies on behalf of the club shall hand the same to the Treasurer as soon as possible.
- 11) The committee and officers of the club may incur expenses on behalf of the Club to the value laid down by the committee (providing receipts to the Treasurer for reimbursement).
- 12) The Auditor will examine the accounts at least once annually with the invoices and vouchers, prior to the A.G.M., and shall append thereto a certificate to the effect that such are correct, and fairly represent the clubs assets and liabilities.
- 13) Any goods etc., received by any members on behalf of the club shall be handed to the Secretary for production at the next committee meeting.

TRUSTEES

There shall be FOUR Trustees for the Club who shall be members of the Club. All the property of the Club shall be vested in the Trustees for the time being and shall be held as security for any liability which they may incur in carrying on the Club or for rent or otherwise.

The Trustees shall administer the property of the Club in accordance with the directions of the Committee.

A Trustee shall vacate his office:-

- a) If he ceases to be a members of the Club.
- b) If he gives 28 days' notice in writing of his desire to resign his office.
- c) If he shall die or become by law disqualified from acting as a Trustee.
- d) If he is removed from his office by a resolution of the members of the Club in a General Meeting, providing that not less than 60% of the members attending vote at such a meeting.

Auditor

An Auditor shall be appointed by the members at each Annual General Meeting, to examine and audit the accounts of the current year and report thereon to the next Annual General Meeting. Should a vacancy occur during any year in the office of Auditor due to resignation or otherwise, it shall be filled by the Committee. The Auditor shall hold office for one year and the retiring Auditor shall be eligible for re-election.

MEMBERSHIP AND SUBSCRIPTIONS

- 1) Membership of the club is open to all persons not excluded by Section 21 of the Firearms Act 1968 (and amendments)
- 2) Applications for membership to the club shall be made to the Secretary on the approved membership application form. The subscription fee must accompany the application. Applications for membership will be considered at the next meeting of the committee. Applicants will be accepted or rejected on majority vote of the committee members present. Subscriptions paid will be refunded if the application for membership is rejected.
- 3) Subscriptions become payable on the 1st of January each year. At least 20% of the total Subscription for each given year must be paid 7 days prior to an AGM or EGM for the shooting member to have voting and attendance rights at any AGM or EGM.
- 4) Any FAC holder who has not renewed subscription to The Club by 28th February of any given year will have their names submitted to their Police Licensing Authority as required by Law.
- 5) The committee may remove from the roll of members, any member whose conduct is deemed by the committee to be unseemly, objectionable or calculated to bring the name of the club into disrepute. This includes breach of safety and Firearms regulations.
- 6) The committee may remove from the roll of members any person who they deem to be using the club for reasons other than stated in the “Aims and Objectives “
- 7) Persons removed from the roll of members by the committee have the right to appeal to the Arbitrators in writing (within one calendar month of the dated letter of removal) providing FOURTEEN days notice is given to the Secretary
- 8) No fees will be refunded to a member removed from the roll of members under sections 4 and 5 of “Membership and Subscriptions.”
- 9) The membership shall be composed of:
 - A) Senior members
 - B) Junior members
 - C) Honorary members
 - D) Social members
- 10) Voting rights for the above will be that all fully paid members Senior, Honorary and Juniors over the age of 16 years of have equal voting right, that is, one vote per person present at any AGM or EGM.
- 11) Social Members will not have any rights of input at any AGM or EGM.

12) Honorary members shall be made up at the discretion of the committee, but there shall be no more the EIGHT Honorary members at any one time.

CLUB DISCIPLINE

- 1) Any person suspended by the committee will be notified of their offence by the Secretary and asked to appear before the committee at the next committee meeting. At least seven days notice shall be given to the suspended party.
- 2) If the suspended party does not attend the Committee meeting without giving a valid excuse, their case will be dealt with in their absence. If a valid excuse is given another date will be arranged for them to attend the Committee Meeting.
- 3) Any member dealt with by the Committee has the right to appeal to the Arbitrators.

ARBITRATORS

- 1) Six people, non-serving members of the committee but being fully paid up members of the club, two of which will be the President and Vice President, shall act as Arbitrators. The remaining four shall be selected by lot ie chosen at random and requested to act as Arbitrators.
- 2) If an appeal is brought before the Arbitrators then a date will be set for the suspended member and committee representative to appear before the Arbitrators.
- 3) The Arbitrators decision is final and binding to all parties and no further appeals on the subject can be made.

ANNUAL GENERAL MEETING

- 1) At the A.G.M. the Secretary and Treasurer shall present a report of the proceedings of the club since the last A.G.M. and the accounts for the year duly audited
- 2) Any full member, as laid down by the Membership and Subscriptions, wishing to have business put on the agenda at the A.G.M. must give at least fourteen days notice in writing to the Secretary.
- 3) The election of all officials and committee persons shall be by ballot at the A.G.M.
- 4) The Chairman of any committee meeting, General Meeting or Annual General Meeting shall in the event of an equal vote, have the casting vote.

EXTRAORDINARY GENERAL MEETING

- 1) The Committee may, at its discretion and at any time, shall upon receipt of a written requisite, signed by not less than TWENTY-FIVE full paid up members convene within TWENTY-ONE days an E.G.M.
- 2) An E.G.M. may be convened:
 - a) To consider and, if approved, sanction any duly made alteration of the Constitution
 - b) To deal with any special matter which the committee wishes to place before the members.
 - c) To remove any member or members of the committee from office and fill any vacancies caused by the removal of same.
 - d) To deal with any special matter which the members requiring the meeting wish to place before the club.
 - e) Decisions reached are binding to the following AGM.
- 3) Notice convening any General Meeting must be sent to all members, or posted in some conspicuous part of the club premises not less than TEN days before the meeting and must specify the matters to be dealt with.
- 4) Any person acting in an unseemly manner, must leave any meeting be it a committee meeting, A.G.M. or E.G.M. if requested to do so by the Chairman or presiding person.

ALTERATION OF CONSTITUTION

Any addition to, rescission or alteration of the Constitution for the time being in force shall only be made by an extraordinary resolution of the Annual General Meeting or of any Extraordinary General Meeting. There must be at least 60% of the membership present and voting to render such a resolution effective. If any full paid member, as laid down in the Membership and Subscriptions, wishes to propose any addition to, rescission or alternation of the Constitution for the time being in force he shall give notice in writing of such proposal to the Secretary who shall give notice in same to the members by displaying same in a prominent place in the Club and by keeping a copy thereof in the Secretary's file. An Annual General Meeting or Extraordinary General Meeting shall then be called in accordance laid down in the rules.

DISSOLUTION OF THE CLUB

The Club may be dissolved by an Extraordinary General Meeting convened by the Committee of its own motion as and when the Club becomes no longer viable.

A meeting to dissolve the Club must be composed of not less than three fourths of the membership of the Club for the time being.

The resolution for the dissolution shall not be effective until three fourths of the members present shall vote in favour thereof.

If the resolution for dissolution by duly passed, the Committee shall forthwith wind up the affairs of the Club and if there be any surplus of assets on realisation these shall be handed to such Body or Institution as the Committee, with the sanction of such Extraordinary Meeting as aforesaid, shall decide.

In no case shall any member of the Club share in the partition or distribution of the Club's assets.

Ratified at the AGM 19.01.12