

PENRHIWPAL SHOOTING CLUB

Registered with H.M. Customs & Revenue as a Community Amateur Sports Club (CASC) reg. no. 64981

Affiliated to the NRA, the NSRA & the MLAGB

CONSTITUTION

(Last amended at the AGM on 22nd April 2018)

1. Title

The Club, formerly the ML Rifle & Pistol Club, shall be known as the Penrhiwpal Shooting Club (hereinafter referred to as “the Club”).

2. Constitution

Each Full member of the Club (as defined below) shall be entitled to one copy of the Constitution and Bye-Laws of the Club upon attaining Full membership. Where possible this may be sent electronically to the email address declared in their application form. Members without email are entitled to one printed copy of each document free of charge. Any Full member requiring additional printed copies of the Constitution and/or Bye-Laws shall pay for them at such price as may be determined from time to time by the Committee and having paid for them they shall be supplied by the Secretary.

3. Purpose

To promote and provide facilities for the amateur sport of target shooting in Penrhiwpal, Ceredigion and community participation in the same.

4. Membership

- (a) Membership of the Club shall be open to anyone interested in the sport of target shooting on application, and who is not legally debarred from holding a Firearm or Shotgun Certificate and whose application for membership conforms to those requirements set out in the Bye-Laws, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However limitation of membership according to available facilities is allowable on a non-discriminatory basis.
- (b) The Club may have different classes of membership and subscription on a non-discriminatory and fair basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people. Participating Classes of Membership shall be as set out from time to time in the Bye-Laws.
- (c) The Club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the Club or sport into disrepute, or on police recommendation. Appeal against refusal or removal may be made to the members.

5. Property and Funds

- (a) The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Constitution and all surplus income or profits are reinvested in the Club.
- (b) The Club may provide sporting and related social facilities, sporting equipment, coaching courses, insurance cover, medical treatment, away-match expenses, post match refreshments and other ordinary benefits of Community Amateur Sports Clubs as

provided for in the Finance Act 2002. The Club may also in connection with the sports purposes of the Club:

- i. sell and supply food, drink and related sports clothing and equipment;
 - ii. employ members (though not for competing) and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present;
 - iii. pay for reasonable hospitality for visiting teams and guests;
 - iv. indemnify the Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).
- (c) The Committee will have due regard to the law on disability discrimination and child protection.

6 **Winding Up**

- (a) The members may vote to wind up the Club if not less than three quarters of those present and voting support that proposal at a properly convened Extra Ordinary General Meeting (“EGM”).
- (b) The Committee will then be responsible for the orderly winding up of the Club’s affairs.
- (c) After settling all liabilities of the Club, the Committee shall dispose of the real assets remaining to one or more of the following:
- (i) to another club with similar sports purposes which is a registered charity and/or
 - (ii) to another club with similar sports purposes which is a registered CASC and/or
 - (iii) to the sport’s governing body for use by them for related community sports

7 **Priority**

Where there is any conflict between any of the above Clauses of the Constitution (“Key Clauses”) and any other Clauses or the Bye-Laws the Key Clauses will take priority. Interpretation of all the Clauses must be consistent with the statutory requirements for CASCs .

8 **Trustees and the Committee**

- (a) i. A President and one or more Vice-Presidents may be appointed at the Annual General Meeting (AGM) by resolution of the majority of the members present and entitled to vote and they shall remain in office at the pleasure of the Club. The President and Vice-President(s) may or may not be an Officer or member of the Club.
- ii. The President and Vice President(s) shall receive any club newsletter that may from time to time be published and shall also be entitled to attend the AGM and any EGM as non-voting guests. They may also, at the Chairman’s discretion, attend any committee meeting as non-voting guests. They may attend the club at any time and if not a full member, may shoot as a visitor on payment of the current guest fee, but may not use their position for the purpose of obtaining or retaining a FAC, unless they are a full member. “At the AGM each year the President and/or Vice-President(s) will take charge of the meeting while the new committee is being

- elected and appoint tellers to supervise the election of the new committee.”
- (b) The Club shall have three Trustees.
 - (c) The Trustees shall be appointed at the Annual General Meeting (“AGM”) by resolution of the majority of the members present and entitled to vote and they shall remain in office at the pleasure of the Club. A Trustee may or may not be an Officer or member of the Club.
 - (d) The Club shall have up to eight Officers and two ordinary Committee members. The Officers shall include the Chairman, Vice-Chairman, Secretary, Treasurer and Police Liaison Officer.
 - (d) Elections to Committee posts shall take place at each Annual General Meeting and any Full member shall be entitled to stand for election to any Committee post, with the exception that any member may only serve in a specific Committee post for a maximum of five years continuously without a break. After five continuous years in a specific position, they may not stand for re-election to that particular position for a minimum of one year, although they may stand for election to any other post
 - (e) Each Full member shall have one vote for each vacant post, but no member may give more than one vote to any one candidate.
 - (f) The candidate receiving the highest number of votes shall be duly elected. If two or more candidates receive an equal number of votes for any one vacant post then once voting on all other vacant posts has taken place the names of each of those candidates shall be written on separate slips of paper with the names concealed and a Full member of the Club appointed by a majority of the Full members present shall then collect those slips and draw from them as many in number as there are vacant posts to fill. Full members whose names shall have been drawn under this procedure shall be declared duly elected.
 - (g) The Committee shall meet from time to time and not less than 10 times in any calendar year to conduct general business and not less than five members of the committee (of whom one must be the Chairman, Vice-Chairman, Secretary or Treasurer) shall be required to be present to form a quorum.
 - (h) The Committee shall control the management of the Club and shall have the power to buy and sell or otherwise acquire or dispose of all such goods and things as may be required by the Club to achieve the sporting purposes of the Club and may enter into arrangements on behalf of the Club to acquire grant aided funds and/or to borrow such sums as it may require to run, maintain and improve the Club and its operations, the Clubhouse and the grounds. It shall also have the power to employ staff and contractors and affiliate to and conduct and enter into relations with other organisations which in its opinion may be of benefit to the Club.
 - (i) If any Officer fails to attend three consecutive meetings and has not sent an explanation for absence considered satisfactory by the Committee then that Officer shall forthwith cease to be a member of the Committee. In such case the vacancy so created may at its discretion be filled by the Committee by the appointment of a co-opted Full member.
 - (j) Any vacancy occurring during the year caused by the resignation or death or otherwise of any officer or committee member may, at its discretion be filled by the committee, by the appointment of a co-opted Full Member until a successor is elected at the next AGM.

- (k) The Committee or any Officer or Officers may be removed by a simple majority vote of the number of Full members entitled to vote at an Extraordinary General Meeting (“EGM”) called for that purpose. If the whole or majority of the Officers are removed or resign at such EGM the Secretary shall obtain nominations and appoint scrutineers and arrange to hold a ballot. Three days shall be allowed for nominations and the ballot shall be held on any one day within the following seven days. The result shall be declared by the scrutineers and notice thereof posted by the Secretary to all members.

9. Membership Subscriptions

Any motion to increase or decrease membership subscriptions and joining fees may be put by the Committee or any Full member, except a suspended member, at the AGM and shall be voted on in accordance with Clause 16 below.

10 Suspension, Expulsion & Misconduct of Members.

- (a) The Committee shall have the power to reprimand, suspend (for a period not exceeding twelve months) or expel any member who shall infringe any Bye-law or range orders or whose conduct whether within any Clubhouse meeting place or elsewhere shall in the opinion of the Committee render him unfit for membership. However no member unless convicted of an offence by a Court of Summary Jurisdiction or other Court shall be reprimanded suspended or expelled without first being summoned before the Committee and he being afforded full opportunity to advance a defence, nor unless two thirds or more of the Officers then present and entitled to vote shall vote for his suspension or expulsion. Any member summoned to appear before the Committee under this Clause 10 may be represented by a solicitor or a barrister or such other person of his choosing as he may wish to appoint. Every member so summoned shall (unless he shall elect to waive any right to receive notice) receive at least three clear days notice in writing from the Secretary and such notice shall contain a statement of the charge brought against him. Appeal against expulsion may be made to the members in accordance with Clause 4c.
- (b) Every member shall attend at least twelve Club meetings in each year and if he fails to do so then he may be called upon by the Committee to provide an explanation for that failure. If the member gives no satisfactory explanation he may render himself liable to reprimand, suspension or expulsion. A suspended member shall not be entitled to use the Club premises nor to attend any AGM or EGM or vote at any election nor to hold any office during suspension but he shall remain liable to pay his membership subscription.
- (c) The Secretary or Chairman or any other Officer, by the direction of the majority of such Officers as are present, shall have the power to order the withdrawal from the Club’s meeting places or any of the Club’s ranges and shooting grounds of any member who misconducts themselves and such member shall have no right of re-entry to said meeting places, ranges or shooting grounds until summoned to meet the Committee as provided in this Clause 10

11. Accounting Year & Appointment of Auditors.

- (a) The club’s accounting year shall end on the 31st December in each year.
- (b) The AGM may appoint an auditor from among the membership who will inspect the club’s financial records at least twice during the year and audit the accounts prior to their presentation at the next following AGM.
- (c) At their discretion the Committee may at any time appoint an independent auditor to check the club’s books, financial records and accounts.

- (c) At their discretion Members may, at the AGM or a properly constituted EGM called for the purpose, instruct the committee to so appoint an independent auditor to check the club's books, financial records and accounts.

12 Application & Investment of Funds

- (a) All monies received on account of the Club from any source shall be in no case distributed amongst the members, but shall be applied towards carrying out the sporting purposes of the Club, or shall be invested by the Trustees as the Committee or an EGM or AGM may decide provided always that nothing in this Constitution shall authorise any investment of monies or funds in any manner contrary to law or valid regulation.
- (b) The Club may subscribe, out of its funds, to any Charitable, Provident or other Institution and affiliate to any sporting association, sports council or other body paying any annual or other sum which may be necessary to secure to members of the Club the benefits of such institution, association, council or body.

13 Trustees, Vesting & Ownership of Land & Borrowing Powers.

- (a) All of the property of the Club shall be vested in the Trustees representing and acting for the whole of the members of the Club. No personal liability shall attach to any Trustee, except to the extent of such Club funds as may be actually received by him.
- (b) The Trustees may, when authorised thereto by an EGM or AGM or by the Committee, hold, purchase or take on lease any land or buildings and may sell, exchange, mortgage, lease or build upon the land with power to alter and pull down buildings and again rebuild.
- (c) The Trustees may when authorised thereto by the Committee obtain advances of money for the purposes of the Club upon the security of bonds of agreements or promissory notes or certificates of indebtedness or mortgages of real property of the Club or bills of sale on all or any of the goods and chattels of the Club upon such terms as to interest and as to the time and manner of repayment of principal as the Committee may determine.

14. Annual General Meeting (AGM).

- (a) The AGM will take place at the Club or at such other place as may from time to time be determined by the members present at any prior General Meeting.
- (b) The AGM will be held on or after 1st April but before 30th April each calendar year and the Secretary shall advise all members of the date and time of the meeting.
- (c) The meeting may proceed to business within half an hour after the time fixed for the meeting provided that not less than 25% of the Full members are present. If less than 25% of the Full members are present then the meeting may be adjourned to the date and time fixed for the next General Meeting and that meeting may proceed to business whatever the number of Full members present.
- (d) Any business or motion which the Club requires time to consider may be adjourned for consideration at the next General Meeting on the simple majority of the members attending and eligible to vote.
- (e) Elections to Committee Posts shall take place at the AGM.

15 Extraordinary General Meeting (EGM).

- (a) An EGM shall be called by the Secretary in the following cases:-
 - (1) At the direction of the Committee;

- (2) On a requisition signed by 25% of the membership eligible to Vote at a General Meeting and stating the special object for which it is called. Such meeting shall be held not less than 14 days after the receipt by the Secretary of the direction or requisition.
- (b) The Secretary shall notify the membership of the meeting, its time, date and place and the purpose for which it is called.
- (c) Should the Secretary not convene an EGM in the manner required within 10 clear days after he has been directed to do so by the Committee, or after the receipt by him of a duly signed requisition, any of the Officers directing the meeting or any of the requisitioners may call such a meeting giving notice as is provided in this Clause 15
No other business than that for which the EGM was called shall be brought before such a meeting.
- (d) The EGM shall proceed to business if 25% of the membership eligible to vote are present within half an hour of the time fixed for the meeting. Otherwise if said 25% are not present within said time then, if convened upon a requisition of the membership it shall be dissolved, but if it was convened at the direction of the Committee it shall stand adjourned to the week following notice being given by the Secretary to the membership of any change in the place or time of the meeting. The meeting so adjourned shall proceed to business whatever the number of Full members present.
- (e) The EGM may adjourn on the vote of a simple majority of the members attending and eligible to vote to such time and place as said members present direct and may continue such adjournment from time to time.
- (f) No business shall be brought at an adjourned EGM which could not have been transacted at the original meeting.

16. Voting At EGMs & AGMs.

At all EGMs and AGMs:-

- (1) Each Full member present, other than Junior or suspended members, shall be entitled to one vote on each motion, excepting the Chair of the meeting who shall have a casting vote in addition to their normal vote in the event of a tied vote; and
- (2) Any motion or motions proposed shall be passed or defeated by a simple majority of Full members, other than Junior or suspended members, voting.
- (3) No meeting shall be incompetent to transact business for the want of a quorum after the chair has been taken.
- (4) All meetings of the club or committee shall as far as possible conform to this section.

17 Bye-Laws

The Committee may make, amend and rescind such Bye-Laws and Range Orders as it may consider necessary for the good government and order of the Club, the Clubhouse, its ranges and grounds including shooting grounds, provided that any such Bye-Laws or Range Orders shall be posted in a conspicuous place at meetings of the Club.

18. Amendment of Constitution.

The Constitution may be amended only at an EGM called for that purpose. Any proposals to amend the Constitution shall be carried or defeated by a simple majority of the total of Full members other than Junior or suspended members present and voting.

19. Interpretation.

In this Constitution unless the context requires otherwise the singular shall include the plural and the masculine the feminine and vice versa. Headings are for convenience only and shall not be used to construe the text.

END OF CONSTITUTION