

CONSTITUTION OF THE ROYAL NAVY TARGET RIFLE CLUB

(Sept 2007)

NAME

1. The Club shall be "THE ROYAL NAVY TARGET RIFLE CLUB" (RNTRC)

PURPOSE

2. The object of the Club shall be to foster and encourage the sport of Target Shooting within the Royal Navy with the intention of furthering the interests of National Defence and additionally to provide facilities and advice for those interested in the recreational use of firearms.
3. Special encouragement should be given to the young Tyro so as to improve the standard of shooting throughout the Service.

ADMINISTRATIVE COMMITTEE OF THE CLUB

4. a) The entire affairs and property of the Club shall be managed by the Committee of the Club who shall consist of a Chairman, Secretary, Fixtures Secretary, Treasurer and 4 elected committee members. At least two members must be currently serving Service personnel.
b) Individual members may be authorised by a General Meeting or by the Committee to carry out specific tasks on behalf of the Club for a defined period. Such members will act, for the period and purpose of that duty only, as Officers of the Club.
5. All Committee members shall be elected by the membership at the Annual General Meeting (AGM).
6. The responsibilities of the Committee are:-
 - a. To administer the Club within the requirements of the Membership as laid down at the AGM and in accordance with the Constitution.
 - b. To inform the membership of all major activities.
 - c. The conduct of the Committee meetings are the responsibility of the Committee but they shall have a duty to keep adequate Minutes and Voting Records.
 - d. A quorum shall be 3 Committee members one of which must be the Secretary.

GENERAL MEETINGS OF THE CLUB

7. The Annual General Meeting (AGM) of the Club shall be held not later than 30 October each year, at a time and place to be decided by the Committee. Notice calling the meeting together with the proposed agenda will be communicated to Members at least 14 days before the date of the AGM.
8. Extraordinary General Meetings (EGM) may be called by:-
 - a. The Committee resolving to call an EGM.
 - b. The Secretary receiving a signed petition from at least 15% of Members (minimum of 8) of the Club.

9. The notice convening an EGM must be communicated by the Secretary to each Member of the Club. The notice is to include a copy of either the Committee resolution or the Members' petition requesting the meeting. The notice is to be sent 3 weeks prior to the meeting.
10. An ordinary resolution at a General Meeting shall require a simple majority of the Members present to pass.
11. A constitutional change or a motion of an equivalent standing shall require a majority of 66% of those present. Resolutions of this type must have been communicated to the Secretary in writing 3 weeks prior to the meeting.
12. Voting will be by a show of hands. The Chairman will only vote in the event of a tie. Proxy votes are permitted on the production of a letter of authority from the absent member.
13. A quorum for a General Meeting shall be 15% of the Membership, (minimum of 8).
14. The Agenda for a General Meeting shall be:-
 - a. The Secretary will call the Meeting to order and determine that a quorum is present. If the Club Chairman is not present, the Secretary will conduct the election of Chairman who shall not be a member of the existing Committee. The elected Chairman will then take control of the meeting.
 - b. The Secretary will then submit the Minutes of the previous Meeting and the Chairman will call for amendments and matters Arising and then for a resolution for the approval of the minutes.
 - c. The Chairman will then call for motions requiring a change to the Constitution.
 - d. The Committee members of the Club will deliver their reports during which time an audited copy of the Annual Accounts will be circulated, after which a vote of acceptance will be taken.
 - e. The election of Committee Members will then be conducted. A resolution to re-appoint the Committee en bloc is in order.
 - f. The Chairman will then call for other motions of an equivalent status to changes in the constitution requiring prior notice to Members.
 - g. The Chairman will then call for Any Other Business.

THE ASSETS OF THE CLUB

15. Without the benefit of an ordinary resolution of a General Meeting the Committee may not spend a sum representing more than 50% of the previous year's income on any one project or related projects, even though the sum may be broken down into smaller payments. Specific exemptions to this rule are:-
 - a. The purchase of ammunition and target stocks for resale to Club Members.
 - b. Insurance payments.
 - c. Affiliation fees to national shooting bodies.
 - d. Postal and stationery costs incurred by the Secretary.
16. No individual Member or Members of the Committee may commit the Club to any expenditure without a resolution being passed at a Committee Meeting. The Committee and Officers are indemnified by the Club against any claim or demand in respect of any liability properly and bona-fide incurred on behalf of the Club.

17. Club funds shall under no circumstances be loaned to anyone for their own personal use.
18. Banking arrangements will be decided and ratified at the AGM.
19. In the event of the club being wound up or for any other reason ceasing to exist the balance of its assets, after meeting all liabilities, shall be transferred to the National Rifle Association or any other such charitable organisation or body as shall be decided by the then existing members of the Club at the final General Meeting.
20. The Financial Year of the Club shall be from the 19 Aug to 18 Aug of the following year.

MEMBERSHIP OF THE CLUB

21. ORDINARY Membership of the Club is open to all Serving and retired members of the RN, RNR, RNVR, WRNS, WRNR, WRNVR, QARNNS, QARNNSR, RM, RMR in 2 classes:-
 - a. Shooting
 - b. Non-Shooting
22. Ordinary Members will pay a Subscription and initial joining fee as set by a resolution at the AGM. They will be accepted into Membership by a resolution at a Committee Meeting. A Life Membership subscription is available at the rate set by the Committee.
23. ASSOCIATE Membership of the club is restricted to:-
 - a. Families of an Ordinary Member, one generation either way. ie Father Ordinary Member, Son/Daughter Associate Member. Son Ordinary Member, Father/Mother Associate Member.
 - b. Spouse of Ordinary Member.
 - c. Personnel outside the scope of (a) and (b) may be admitted to Associate Membership at the discretion of the Committee.
 - d. The Membership fee of Associate Members will be the current annual fee; initial joining fees will be applicable. Life membership is not available to Associate Members.
 - e. Associate Members will be ineligible to vote at the AGM.
 - f. Associate Members may shoot in the RNTRC Annual Championships.
 - g. Associate Members may not Represent the Club in the following matches:-
RNTRC v Army and Civil Service
RNTRC v RMTRC
RNTRC v RAFTRC
(They may shoot in the match, but their score will not count).
 - h. Associate Members, irrespective of age, will be covered by the Club's insurance scheme, once their annual subscription is paid.
 - i. Associate Members will be liable to normal Match Fees and expenses.

24. Anyone wishing to join the Club as an Ordinary or Associate Shooting Member shall first become a Probationary Member serving a probationary period but this does not confer any rights on the person other than to be present at General Meetings. Acceptance into probationary status and subsequently Membership will be governed by the following conditions:

- a. All prospective members must be proposed and seconded by 2 members of the Club. If this is not possible, the prospective member must be sponsored by one member and one other person who knows the applicant personally.
- b. The probationary period of membership shall be 6 months during which time he/she will be given a course of instruction in the safe handling of firearms.
- c. During the probationary period, the probationary member's attitude will be monitored. This includes: The number of times he/she attends Club meetings and shooting practices; his/her behaviour on and off the range; his/her understanding and observance of the safety rules and regulations laid down by the club. His/her actual shooting skill is not a significant factor.
- d. A probationary member must be personally supervised when in possession of firearms or ammunition. Supervision must be undertaken by either a member of the Club who holds a personal Firearm Certificate or a member specifically appointed for this purpose.
- e. Acceptance or rejection of a probationary member as a member shall be decided at a meeting of the Club Committee following a satisfactory period of probation. The Club Committee shall particularly decide whether they consider the individual to be a suitable person to hold a Firearms Certificate.
- f. The Committee may, but it is not required to, give any reasons for their decision not to accept an individual as a member of the Club.
- g. Paragraphs 24b, c, d and e do not apply to a person who is already a full member of another Club approved for the same type of firearm or is a firearm certificate holder authorised to possess the type of firearms for which the Club is approved.

25. Serving and retired military personnel wishing to join as Shooting Members, who have received small arms training within the Service, and can demonstrate to the Committee that they are competent in the safe handling and use of firearms will not be required to serve the 6 month probationary period. They must however be proposed for membership as in para 24(a).

26. GUEST Membership of the Club is designed to allow the Club to invite people who are new to the sport to attend and shoot under constant personal supervision. The secretary must record the name and address of each guest and must be satisfied as far as reasonably practicable that each guest can be entrusted to handle firearms and ammunition responsibly without risk to public safety. The local police must be informed when it is intended to hold a guest day.

27. There is no requirement for a probationary member to have first attended as a guest member.

28. Visitors who do not have access to firearms or ammunition may be regarded as social members. Attendance by such visitors does not constitute a guest day.

29. Shared Ranges. If another club, approved or not, or a Cadet Corps, or Service Shooting Team uses the same range as the Club, this activity does not count as a guest day for the RNTRC.

MEMBERSHIP

30. Membership fees will be due for payment on 1 Jan each year. If no payment has been received by the AGM then the Secretary will communicate requesting payment of the membership fee to the Member at their last known address during the following month. If no payment has been received by 31 Dec then the Member will be assumed to have voluntarily terminated his/her membership.

31. A person's membership may also be terminated by a resolution of a General Meeting.

32. As part of the Secretary's report at each AGM a list of Memberships for termination during the year will be read out, together with the reasons.

33. a By a resolution of the Committee, a Member may be suspended from Club activities for any period. The Committee may not expel a Member of the Club; this is to be done in accordance with paras 30 and 31 above.
- b. The Class of membership of a member may be changed as follows:

Non-Shooting to Probationary Shooting

– on request to the Secretary (transition to Shooting membership is governed by paras 24 b,c,d above)

Shooting to Non-Shooting

- At the request of the shooting member

- when a member, without good reason, has not recorded with the Club, use of their firearms for competitive purposes for a period exceeding one year

- c. Change of class of membership will be notified to the Police authorities.

34. a. The Club membership must contain at least 10 Ordinary Shooting Members.
- b. The Club must not have more Probationary Shooting Members than Ordinary Shooting Members.

35. An Honorary President and up to six Honorary Vice-Presidents of the Club may be elected by a General Meeting of the Club. These titles are intended to express the high esteem in which the holders are held by the Club Membership and will be held until the conclusion of the AGM following election.

HOME OFFICE APPROVAL

36. The Club is Home Office approved for Full Bore Rifles.

CONDUCT OF SHOOTING

37. a. Club shooting will normally be conducted under current NRA rules except when otherwise provided for.
- b. NRA Classification of competitors shall apply throughout all shoots taking place under the auspices of the Club.
- c. Club shooting shall take place on ranges which have a safety certificate for the class of firearm being used which has been issued by the competent military or civilian authorities and has not been revoked, or on ranges controlled by the Ministry of Defence for which permission to use the range for that class of firearm has been given and has not been revoked.

FIREARM CERTIFICATE

38. The Secretary or other nominated Committee Member of the Club is to hold the Club's Firearm Certificate (FAC) in his name on behalf of the Club.

FIREARMS AND AMMUNITION

39. Firearms and Ammunition held on the Club's FAC must at all times be used and stored in accordance with the conditions set out in the Club's FAC.

INSURANCE

40. The Secretary will arrange the Club's Insurance cover through one of the relevant NRA Insurance schemes to cover Club Members' and the Club's property.

ADHERANCE TO POLICIES OF NATIONAL GOVERNING BODY

41. The RNTRC will conform to the Policies of the NRA as laid down in the Appendices to the NRA Rules and Regulations concerning:-

Abuse of Drugs

Protection of Children

Equity in Sport