

BUSH SPRING SHOOTING CLUB CONSTITUTION

1. TITLE

1.1 The Club shall be called Bush Spring Shooting Club, hereafter to be referred to as "the Club" and shall be affiliated to the CPSA Governing Body.

2. OBJECTS

2.1 To foster and promote the sport of clay shooting at all levels, providing opportunities for recreation and competition.

3. MEMBERSHIP

3.1 Membership of the Club shall be open to any person completing a membership application form and paying the relevant subscription/joining fee as determined by the Annual General Meeting of the Club Members.

3.2 An annual membership subscription is payable in advance on 1 July of each year. (Refer to current fees list for current subscription rates.)

3.3 There shall be 2 classes of membership available. These are:

3.3.1 Full Member;

3.3.2 Junior Member (Under 18 years of age in full time education);

3.4 Members shall adopt any rules or recommendations proposed by the CPSA as rules or byelaws.

4. EXPULSION OF MEMBERS

4.1 Members of the Club whose conduct is inappropriate or who decline to abide by any of the Rules or Bylaws may be expelled or suspended by a resolution passed at a meeting of the disciplinary subcommittee where their entrance fee and subscriptions may be forfeited. Members shall have the right to appeal in person to the management committee with regard to any decision affecting themselves, provided that notice of such appeal be submitted to the Administrator, in writing, within seven days of notification of the decision.

5. CLUB MANAGEMENT

5.1 The Club shall be managed by a Chairman and Committee who shall be elected at the annual general meeting in each year. The committee shall consist of the following:

Chairman	}	Executive officers
Secretary		
Treasurer		

CPSA Safety officer
At least 6 Committee Members

Executive officers contact details are shown on www.bushspring.com

5.2 All Officers are elected for a period of one year, but may be re-elected to the same office or another office the following year.

- 5.3 Vacancies in the committee occurring during the year may be filled by the committee.

6. GENERAL COMMITTEE

- 6.1 The affairs of the Club shall be controlled by a General Committee comprising of the Executive Officers of the Club and at least 6 other Members elected from, and by, the Full Members of the Club. The General Committee shall meet at agreed intervals and not less than four times per year.
- 6.2 The Secretary may convene committee meetings as and when required on giving 7 days notice
- 6.3 The duties of the General Committee shall be:
- 6.3.1 To control the affairs of the Club on behalf of the Members.
 - 6.3.2 To keep accurate accounts of the finances of the Club through the Treasurer. These should be available for reasonable inspection by Members and should be audited before every Annual General Meeting. The Club shall maintain a bank current account and the following Officers shall be authorised to sign Club cheques: two from the Chairperson, Treasurer and Secretary
 - 6.3.3 To co-opt additional members of the Committee as the Committee feels this is necessary. Co-opted members shall not be entitled to a vote on the Committee.
 - 6.3.4 To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairperson shall be entitled to an additional casting vote.
 - 6.3.5 The committee shall have power to form such by-laws as they consider will be conducive to the good of the club and to the encouragement of the sport.

7. GENERAL MEETINGS

- 7.1 The Annual General Meeting of the Club shall be held not later than the end of April each year 21 clear days written notice shall be given to Members of the Annual General Meeting by circulating a copy of the notice to every member at their home address and posting the notice on the Club notice board. Members must advise the Secretary in writing of any business to be moved at the Annual General Meeting at least 14 days before a meeting. The Secretary shall circulate or give notice of the agenda for the meeting to Members not less than 7 days before the meeting.
- 7.2 The business of the Annual General Meeting shall be to:
- 7.2.1 Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting.
 - 7.2.2 Receive the audited accounts for the year from the Treasurer.
 - 7.2.3 Receive the annual report of the Committee from the Secretary.
 - 7.2.4 Elect an auditor.

- 7.2.5 Elect the Officers of the Club (i.e. President; Chairperson; Secretary; Treasurer and other General Committee Members).
- 7.2.6 Review Club subscription rates and agree them for the forthcoming year.
- 7.2.7 Transact such other business received in writing by the Secretary from Members 14 days prior to the meeting and included on the agenda.

NOTE: The agenda could provide for "Any Other Business", but Members should be encouraged to refer other items to the General Committee and give the required notice for important Annual General Meeting business.

- 7.3 Special General Meetings may be convened by the General Committee, or on receipt by the Secretary of a request in writing, from not less than 5 Full Members of the Club. At least 21 days notice of the meeting shall be given.
- 7.4 Nomination of candidates for election of Officers shall be made in writing to the Secretary at least 14 days in advance of the Annual General Meeting date. Nominations can only be made by Full Members and must be seconded by another Full Member.
- 7.5 At all General Meetings, the chair will be taken by the Chairperson or, in their absence, by a deputy appointed by the Club or by Full Members attending the meeting.
- 7.6 Decisions made at a General Meeting shall be by a simple majority of votes from those Full Members attending the meeting. In the event of equal votes, the Chairperson shall be entitled to an additional casting vote.
- 7.7 A quorum for a General Meeting shall be 2 Full Members and 2 Officers of the Club including 2 from the Chairperson; Secretary and Treasurer.
- 7.8 Each Full Member of the Club shall be entitled to one vote at General Meetings.

8. ALTERATIONS TO THE CONSTITUTION

- 8.1 Any proposed alterations to the Club Constitution may only be considered at an Annual or Special General Meeting, convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a Full Member of the Club and seconded by another Full Member. Such alterations shall be passed if supported by not less than two-thirds of those Full Members present at the meeting, assuming that a quorum has been achieved.

9. DISSOLUTION

- 9.1 If at any General Meeting of the Club, a resolution be passed calling for the dissolution of the Club, the Secretary shall immediately convene a Special General Meeting of the Club to be held not less than one month thereafter to discuss and vote on the resolution.
- 9.2 If at that Special General Meeting, the resolution is carried by at least two-thirds of the Full Members present at the meeting, the General Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Club and discharge all debts and liabilities of the Club.
- 9.3 After discharging all debts and liabilities of the Club, the remaining assets shall not be paid or distributed amongst the Full Members of the Club, but shall be

given or transferred to some other voluntary organisation having objects similar to those of the Club.

10. CLUB RULES AND BY-LAWS

- 10.1 The committee will permit non-members to shoot at the club. If they do not hold a gun licence they will be required to complete the shooters declaration form. Non members will not be permitted to shoot until 11am or on skeet.
- 10.2 On hearing a whistle being sounded ALL shooters must stop shooting immediately.
- 10.3 All Shooters must undergo a short briefing on the clubs rules and byelaws and shoot their first round with a member if they haven't shot at the ground in five years.
- 10.4 A safety officer/shoot director must be appointed at each shoot, unless notified to the contrary this will be the official committee member responsible for organising that particular shooting event. No shooting will commence until the layout is signed off by the responsible Safety Officer
- 10.5 Only the set up committee has the authority to alter or adjust a trap after the trap has been set up and the Safety Officer has signed off the layout.
- 10.6 Members and non members must use such clay targets and cartridges as may be decided upon by the club and pay for them before use.
- 10.7 It is a condition of membership that the club will not be held responsible for any accident and/or injury incurred by members or visitors. Notwithstanding the aforementioned the committee will maintain in force a general insurance policy to cover any actions by its members to a third party resulting in an injury or damage, whilst on an officially organised club event.
- 10.8 The wearing of recognised and purpose-made hearing protection products is compulsory and must be worn on or in both ears by all persons taking part in an event while in the act of shooting, refereeing, scoring, trapping, officiating in any capacity, or spectating near the shooting stands.

The appropriate wearing of adequate and effective visible eye protection by shooters, trappers, officials and spectators at or around any shooting position at all events is mandatory.

The committee have the power and the responsibility to stop anyone stepping on to a shooting stand or standing by, unless they are seen to be appropriately wearing some standard form of proprietary hearing and eye protection.
- 10.9 Members and non members must follow and abide by all signage and roping and (unless part of the shoot set up crew) must not approach or touch any traps.
- 10.10 All members and non-members must abide by the clubs gun policy.
- 10.11 No cartridges will be permitted to be contained within a Shotgun at any time unless the Member or Non member is actually on the stand and prepared to shoot. All unspent cartridges must be removed from the weapon before leaving the stand.

- 10.12 If a Member or Non member is using an automatic, only two cartridges at any one time are to be placed in the Shotgun. If this By-Law is not adhered to, then the person concerned will be requested to leave the Shooting Ground – for safety reasons.
- 10.13 All members and non members will be responsible for picking up their own spent cartridge cases and placing them in the receptacle provided, or removing them from the Shooting Ground.
- 10.14 No Shooter has the right to call for and shoot more Birds on a Stand than are allocated for that Stand.
- 10.15 Each Squad has the right to call for and see the Bird or Birds being thrown from the trap they are proposing to shoot – once only. If a Squad has been waiting to shoot behind a Squad already shooting, then it will be deemed they have had ample chance to see the birds and will not be permitted to see any further birds before they shoot.
- 10.16 All 1st Round cards must be handed in for Averages computations. Competitions will be decided on First round cards only. If a Member or Non member requires re-entry, i.e. a Second Round, the re-entry card will not be issued without receipt of the first Round Card.
- 10.17 Ammunition cannot be sold on the Shooting Ground to any member or non member unless they can produce their own valid Shotgun Certificate at the time of purchase.
- 10.18 Prohibited persons as defined by Section 21 of the Firearms Act 1968 are not permitted to shoot at the club or be in possession of guns or ammunition.
- 10.19 The owners of any shotguns used on the site are reminded that the security of those guns remain **solely** their responsibility in accordance with responsibilities required of certificate holders.
- 10.20 All shooters under the age of eighteen must be accompanied by a responsible adult who will take responsibility to ensure that they comply with the club rules.
- 10.21 If any members or non members see anybody failing to comply with these rules OR exhibiting ANY unsafe behaviour, they must ask that individual to cease this behaviour immediately and inform a member of the committee.
- 10.22 The committee has the right to ask anybody failing to comply with any of the above rules or by-laws or exhibiting any unsafe conduct not specifically mentioned in these, to leave the ground.