

CARISBROOKE RIFLE AND PISTOL CLUB (CARISBROOKE R&PC)

BYELAWS & RULES

ALL MEMBERS AND GUESTS OF MEMBERS ARE EXPECTED TO ABIDE BY THE BYELAWS AND RULES OF THE CARISBROOKE R&PC. ANY FAILURE TO DO SO COULD RESULT IN DISCIPLINARY ACTION BY THE CLUB.

Byelaws of the CARISBROOKE RIFLE & PISTOL CLUB adopted on the 21st day of November 2012

General

1.1 Definitions.

- 1) Words denoting the masculine gender are taken to include the feminine gender.
- 2) "The Club" means the Carisbrooke Rifle & Pistol Club.
- 3) Unless stated otherwise, "member" means a current Full Member, Probationary Member, Junior Member or Honorary Member whose subscription is paid up to date.
- 4) "Range(s)" means the range facilities owned, leased or occupied by the Club at Borthwood Farm and Shanklin R&PC Indoor Range and includes both the land and buildings.
- 5) The Club's "premises" means the place(s) where the Club carries out its activities.

1.2 The byelaws of the Club shall have the same force and effect as though they were part of the constitution.

1.3 All classes of member shall be provided with a copy of the constitution and byelaws and any amendments pertaining thereto. In accepting membership of the Club members confirm acceptance of the constitution and byelaws and will be bound by them.

1.4 The Club shall seek the approval of the appropriate Home Department as provided for by the relevant firearms legislation for the relevant categories of firearm which are used by members for the Club's activities and shall comply with the criteria laid down from time to time by that Department for the granting of such approval.

1.5 The Club may affiliate to any body where, in the opinion of the Management Committee, such affiliation would be in the best interests of the Club.

1.6 Notwithstanding any provision hereof every member, visitor or guest shall be bound by any rules or regulations of any official governing body to which the Club is at any time affiliated,

and by all relevant statutes or other instruments of law which may be in force. The Club and the members of the Management Committee shall not be liable in respect of any loss or damage arising as a result of any breach or non-observance thereof by any member, visitor or guest.

Membership

- 2.1. Membership subscriptions are due between the AGM and 31st December annually.
- 2.2. Annual subscriptions for all classes of members (except honorary members) and joining fees shall be fixed by the members at the annual general meeting.
- 2.3 The classes of membership within the Club are:
 - 1) Full Annual Member
 - 2) Junior Member
 - 3) Probationary Member
 - 4) Honorary MemberOnly Full Annual Members of the Club and are entitled to vote at annual and extraordinary general meetings. Probationary, Junior and Honorary Members are not entitled to vote.
- 2.4 All applications or recommendations for any class of membership of the Club must be made to the Membership Secretary and/or Secretary, who shall be responsible for taking the steps necessary to process them. Applications for family membership are not exempt from this process.
- 2.5 Upon receipt of an application for election to any class of membership the Membership Secretary shall circulate the application to the members of the Management Committee for their approval. If the prospective member intends to use firearms of a category for which the Club is approved by the Home Office, **the Police Liaison Officer shall inform the police of receipt of the application and of the outcome of the application.**
- 2.6 On a vote on any application for membership a simple majority of those present and eligible to vote shall constitute acceptance.
- 2.7 Upon acceptance of his application the applicant is liable to pay the annual subscription appropriate to the class of membership to which he has been elected.
- 2.8 Upon payment of the relevant subscription the Membership Secretary shall issue a membership card and enter the applicant's name in the Register of Members of the Club. The period of membership shall begin from the date of such entry in the Register.
- 2.9 Any member of any class who fails to pay any relevant subscription by 1st February will automatically cease to be a Full Member of the Club with effect from that date. Suspension from full membership will mean that the member will have the status of Visitor or Guest Member and pay range fees at that rate.
- 2.10 The Management Committee has an absolute discretion to allow a person whose membership has lapsed as a result of non-payment of subscription to be reinstated upon payment of the relevant subscription and of any other sums which may be due and owing to the Club by the person concerned. The Management Committee may require a person whose membership has lapsed to re-apply for membership.
- 2.11 Any member whose membership is terminated voluntarily or under Clause 8.12 of these byelaws shall not be entitled to any refund of membership subscription or other charges which may have been paid, and may be liable for any subscription, fees or charges which may at the date of termination be due and owing to the Club.
- 2.12 Any member shall immediately notify the Secretary if his authority or suitability to own, use or be in possession of any airgun, firearm or ammunition is or may be affected by any event or change in his circumstances.

2.13 Probationary Membership

- 1) A probationary member is a person whose application for probationary membership of the Club has been accepted by the Management Committee and who has paid the relevant joining fee.
- 2) An applicant for probationary membership shall complete a membership application form.
- 3) **The applicant shall be sponsored by an existing current full member of the Club** who must sign the application form.
- 4) If the applicant is not personally known to the sponsor, the applicant must provide the names and addresses of two referees who have known him for not less than two years.
- 5) The completed application form, and details of referees if necessary, must be handed to the Membership Secretary, together with the relevant joining fee.
- 6) If the applicant is not known to the sponsor, the Secretary shall take up the applicant's references before submitting the application to the Management Committee.
- 7) If the application is rejected by the Management Committee the joining fee will be returned to the applicant.
- 8) Once his application has been accepted by the Management Committee, and he has completed a course of instruction in accordance with clause 5.9, **a probationary member may shoot on the Club's range(s) under the supervision of a full member** or Club Instructor.
- 9) After serving not less than **three months** as a probationary member, during which he has shot on the Club's ranges on not less than twelve occasions, full membership will be considered at the next Management Committee meeting.
- 10) The Management Committee has an absolute discretion to extend the probationary period for any or all probationary members, and to impose such conditions as it deems fit on any or all probationary members.

2.14 Annual Membership

- 1) An annual member is a person who has been elected to annual membership by the Management Committee and who has paid his membership subscription for the current year.
- 2) Any person who can prove that he is already a full member of another club, and any person who holds a current firearm certificate, may at the discretion of the Management Committee, become a full member of the Club without the need for a period of probationary membership.
- 3) Upon consideration of an application from a probationary member to become a full member, the Secretary shall obtain from the member(s) who have supervised the applicant during his probationary period a report on his safety record and progress, to lay before the Management Committee.
- 4) Upon election to annual membership a former probationary member shall be required to pay the balance of the annual membership subscription after deduction of the joining fee already paid.

2.15 Junior Membership

- 1) A junior member is a person who has not attained the age of 18 years at the start of his membership.
- 2) Where an applicant for probationary or annual membership is under the age of 18 years his application must be counter-signed by a parent or guardian.

2.16 Honorary Membership

- 1) An honorary member is a person who has been elected to such membership by a motion supported by not less than two-thirds of the members present and voting at an annual general meeting, in recognition of that person's outstanding service to the Club. At the discretion of the Management Committee, this privilege may be revoked.
- 2) Honorary members shall not be required to pay any annual membership, just range fees.

Administration of the Club

- 3.1 The Club premises are open to Full Members on Sunday's (Borthwood Farm) between the hours the Management Committee from time to time determines. Week day shooting may also be available during summer months. Notices will be displayed. The Management Committee may close the Club's facilities for such time it considers necessary. Shooting at the Shanklin R&PC indoor range is by arrangement with the Management Committee of that club and subject to the rules and conditions of that permission.
- 3.2 All correspondence for the Club shall be handed to the Secretary. No member except the Secretary may enter into or answer any correspondence on behalf of the Club without the express authority of the Chairman, the Secretary or the Management Committee.
- 3.3 In the event of any dispute over voting rights the Secretary or in his absence the Chairman of the meeting, shall determine who is entitled to vote at any Committee meeting, annual general meeting or extraordinary general meeting.
- 3.4 A register of all members past and present shall be kept by the Secretary and may be inspected by any member, subject to giving reasonable written notice to the Secretary.
- 3.5 The Treasurer shall maintain the general accounts and ledger books of the Club and shall receive all monies paid by, or given to any member which is for the benefit of the Club.
- 3.6 Any member receiving any money on behalf of the Club must as soon as possible pass the same to the Treasurer.
- 3.7 The Club's financial year end date shall be 16th October in preparation for auditing of the accounts prior to the annual general meeting.
- 3.8 Any member standing for election as an officer of the Club or member of the Committee must be proposed by two members and must give to the Secretary not less than two days before the relevant meeting his consent to stand for election.
- 3.9 Any member who is unable to attend an annual or extraordinary general meeting shall be entitled to lodge a proxy vote with the Chairman of the meeting provided that the proxy is confirmed in writing to the Secretary at least two days prior to the date of the relevant meeting.
- 3.10 The business of the annual general meeting shall be:-
 - 1) Apologies for absence.
 - 2) Approval of the minutes of the last annual general meeting.
 - 3) Matters Arising from those Minutes.
 - 4) General reports covering the preceding year and the present state of the Club and its members.
 - 5) Presentation and acceptance of the accounts for the preceding financial year.
 - 6) Appointment of auditors.
 - 7) Fixing membership subscriptions, joining fees, range fees and visitors' fees for the coming year.
 - 8) Election of Chairman.
 - 9) Election of Vice Chairman.

- 10) Election of Secretary.
 - 11) Election of Treasurer.
 - 12) Appointment of Club Training Officer.
 - 13) Election of Management Committee Members.
 - 14) Appointment of Children & Vulnerable Persons Representative.
 - 15) Consideration of any recommendations by the outgoing Management Committee for changes to the constitution.
 - 16) Consideration of any item(s) of business notified in writing to the Secretary by any member not later than two weeks before the date of the annual general meeting. Before any such item is placed on the agenda for discussion it must be proposed as an item for inclusion on the agenda for the annual general meeting by at least two members of the Club.
 - 17) Any other business at the sole discretion of the Chairman of the meeting. Any matter discussed under "any other business" may only be for consideration or recommendation and must be ratified at a future meeting of the new Management Committee, or (where necessary) at a future annual general meeting or extraordinary general meeting.
- 3.11 Any full member may stand for election to the Management Committee, or as an officer of the Club, if proposed and seconded by at least two other members at an annual or extraordinary general meeting.
- 3.12A member of the Management Committee may be removed from office by a motion supported by at least two-thirds of those present and voting at an extraordinary general meeting.

Management Committee

- 4.1 The Secretary shall give to all Committee members at least 14 days' notice of each meeting of the Management Committee, such notice to be in writing. Management Committee meetings will normally be held quarterly, on the first weekend of December, March, June and September.
- 4.2. The Secretary shall agree the agenda of each Management Committee meeting with the Chairman not less than 14 days prior to the meeting. The agenda for the meeting shall be distributed to the members of the Committee not less than 7 days before the meeting.
- 4.3 The business at Management Committee meetings shall be:-
 - 1) Apologies for absence.
 - 2) Approval of the minutes of the last meeting.
 - 3) Matters arising from those minutes.
 - 4) Specific items placed on the agenda for consideration, recommendation or ratification.
 - 5) Consideration of applications for membership.
 - 6) Recommendation for the annual general meeting matters (Autumn Meeting).
 - 7) Any other business at the discretion of the Chairman of the meeting.

Any matter discussed under "any other business" may only be for consideration or recommendation and must be ratified at a future Management Committee meeting or at a general meeting.
- 4.4 Any member may address a meeting of the Management Committee in person. The Committee shall hear the member, but the member may not vote on matters raised.

- 4.5 Any member may make written representations to the Management Committee upon any matter relevant to the management of the Club. Such representations shall be addressed to the Secretary who will place them before the Management Committee at its next meeting.
- 4.6 The Management Committee may incur liabilities and pay any accounts on behalf of the Club.
- 4.7 The members of the Committee are hereby indemnified by the Club in respect of:
- 1) Any liability reasonably and properly incurred by them on behalf of the Club; and
 - 2) All claims which may be made against them as a result of any death, injury, disability or damage to property arising from the Club's activities on the Club's property or on any other property or elsewhere, claims brought under Occupiers' Liability legislation and claims in nuisance.
- 4.8 The Management Committee shall ensure that the Club has the benefit of appropriate and adequate insurance in respect of all relevant risks.
- 4.9 The Management Committee may recommend by way of a resolution for consideration and ratification at an annual general meeting, or at an extraordinary general meeting called for that specific purpose, changes to membership fees, range fees, any other Club charges levied upon its members or upon other users of its facilities.
- 4.10 Applications for membership shall be placed before the Management Committee whose decision to approve, reject or defer any such application shall be final.
- 4.11 Any Management Committee member who is unable to attend a Committee meeting shall be entitled to lodge a proxy vote with the Chairman (or deputy) so long as the proxy is confirmed in writing to the Secretary at least two days prior to the date of the relevant meeting.
- 4.12 In accordance with clause 10.5 of the constitution, subject to ratification by the Club in annual general meeting, the Management Committee may add, amend or delete any clause contained within these byelaws. Any such change must be supported by at least two-thirds of the members of the Management Committee.
- 4.13 All members shall be deemed to have been notified of any addition to, amendment of or deletion from these byelaws, or of any other matter over which the Management Committee has jurisdiction once a written notice thereof, signed by the Chairman or in his absence by the Secretary is displayed at the Club's premises.

Conduct of Club Activities

- 5.1 Only airguns and .22 calibre rimfire rifles may be fired on the appropriate ranges. Specifically, only non-FAC airguns may be fired at approved targets at either range, and .22LR rimfire rifles fired at approved targets under the terms and conditions of firearms use at Shanklin R&PC ranges. All non-FAC airguns are subject to regular chronograph checks to ensure their compliance under the Firearms Act 1968. The Club will also adopt the BFTA guidelines on airgun power. Random or spot chronograph checks may be performed at the Range Officer's discretion in the case of suspect airguns or airguns unknown to the Club. A record will be kept that will record date, make, model, serial number and recorded chronograph reading for all airguns checked. Airguns found to be outside the permitted legal power will be removed from the range until rectified and re-checked by a Club official.
- 5.2 All members shall notify the Secretary of any material circumstance arising, including revocation of his firearm certificate, which may affect his suitability to be in possession of firearms and/or ammunition. This includes exemption under Section 21 of the Firearms Act 1968, if circumstances occur between annual signed declarations.
- 5.3 All persons on any part of the Club's .22 ranges when firing is in progress must use an adequately effective hearing protection device. Hearing and eye protection are actively encouraged for all forms of target shooting.

- 5.4 The Secretary may request any suitably qualified member of the Club to act as a Range Officer. The Management Committee may override the Secretary's selection of Range Officers. All Range Officers are responsible for the conduct of shooters and must be visible to all shooting members.
- 5.5 One or more range logbooks shall be kept at the Club's premises for the purposes of recording:
- 1) the names and periods of duty of the Range Officers supervising shooting on the Club's ranges;
 - 2) the names of all persons shooting on the Club's range(s);
 - 3) any infringement of the Club's Safety Rules;
 - 4) all sales of ammunition and other goods to persons using the Club's facilities;
 - 5) any other information which the Management Committee may require.
- 5.6 **All members must sign the range logbooks and where appropriate, giving details of the firearms used and the competitions in which they took part** and pay the appropriate range fee **on every occasion when they shoot on the Club's range(s)**.
- 5.7 All visitors and guests must sign the range logbook and pay the visitor's fee and range fee if they shoot on the Club's range(s).
- 5.8 Members shall have access to all parts of the Club's range(s), subject to the provisions of these byelaws, to any instructions given by the Range Officer, and to any notice posted by the Management Committee.
- 5.9 **A probationary member must undertake a course of instruction in the safe handling of airguns and/or firearms** before he is permitted to take part in live firing on the Club's range(s). Novice members must also demonstrate safe handling of rifles to the Training Officer prior to being permitted to shoot air pistols.
- 5.10 **A probationary member must be supervised at all times when he is on the Club's range(s) by a full member , a Range Officer or a qualified coach.**
- 5.11 No person under the age of 14 years shall have access to the range unless he is at all times under the supervision of a parent or guardian, or of a member appointed by his parent or guardian to supervise him. Competent persons between the ages of 14 and 18 years, may at the discretion of the Management Committee shoot unsupervised once this person has demonstrated that he may safely do so within the confines of the Club rules and any governing laws that prevail. Junior members must still be accompanied to the range by a parent or guardian, who remains present during their visit.
- 5.12 A person who becomes a member solely for the purpose of participating in airgun disciplines shall not have access to Section 1 firearms or to rimfire ammunition on the Club's premises. If such a member wishes to participate in a small-bore discipline he must be subject to the same supervision as is required for a probationary member for a period of not less than **three months**.
- 5.13 Non members shall not have access to Section 1 firearms or ammunition on the Club's premises.
- 5.14 Details shall not have finite time limit, but members must have due regard to others waiting to shoot. This byelaw shall not apply during a competition, or if the Range Officer directs otherwise.
- 5.15 All members, visitors and guests using the club's ranges are to conduct themselves in a dignified manner on the range and show due courtesy to other users of the range.

- 5.16 Every shooter shall ensure that he leaves the firing point is clean and tidy when he has finished shooting, and that his spent cartridges (where appropriate) are placed in the bins provided. This applies even if the firing point was not left clean and tidy by the previous user.
- 5.17 Conversation in the firing point area shall be conducted in a quiet and subdued manner which does not distract shooters on the firing point.
- 5.18 No animal shall be allowed on to any part of the Club's premises unless it is at all times under the control of its owner.
- 5.19 The Range Officer on duty, or any member of the Management Committee may insist upon the immediate removal from any part of the Club's premises of any person or animal that is causing a disturbance which may distract shooters on the firing point.

Safety

- 6.1 The Club has adopted the Standard Safety Rules issued by the NSRA, subject to amendments necessary to reflect the particular circumstances of the Club.
- 6.2 The Safety Rules shall be displayed on the Club notice board, and at each of the Club's ranges, at all times when the Club's facilities are in use.
- 6.3 Every person using the Club's facilities must at all times abide by the Safety Rules and the Range Orders specified in the relevant Range Safety Certificate.
- 6.4 Every person using the Club's facilities has an individual duty of care towards fellow members, guests and the public. Notwithstanding the above, each and every person shall act in such a way as to ensure the safety of themselves and others.

Range Officers

- 7.1 The Range Officer on duty is authorised to act as the Management Committee's representative on the range when shooting is in progress. This person will be identified to all by use of an appropriate high visibility garment.
- 7.2 The Range Officer on duty shall ensure that all shooting is conducted in accordance with:
- 1) the Range Orders and conditions laid down in the range safety certificate,
 - 2) conditions laid down by governing authorities, or the landlord of the range,
 - 3) the Club's Safety Rules,
 - 4) requirements laid down under "Conduct of Club Activities" in these byelaws.
- 7.3 Range Officers' periods of duty shall be clearly advertised to all shooters during any given range detail.
- 7.4 If a Range Officer is unable to be present on the range during the whole of his duty period he is responsible for arranging for a suitably qualified person to act as Range Officer in his absence.
- 7.5 The Range Officer on duty is responsible for opening the range before shooting begins, and for ensuring that the range is in a safe condition for shooting to take place.
- 7.6 When shooting has finished the Range Officer is responsible for ensuring that the range is secured in accordance with any requirements laid down by the Management Committee.
- 7.7 The Range Officer is entitled to refuse permission for any person to shoot on the ranges if he has reason to believe that they are not in a fit condition to do so.
- 7.8 The Range Officer is entitled to refuse permission for any person to use the ranges outside the range times fixed by the Management Committee.
- 7.9 The Range Officer is responsible for maintaining the range logbook throughout his duty period.

- 7.10 The Range Officer must ensure that any person who has acquired ammunition whilst on the Club premises, and who wishes to remove it from the premises, is authorised to do so under his firearm certificate, and that the ammunition has been entered on the firearm certificate. Junior members may not be permitted to remove airgun pellets from the range. The Range Officer must ensure that they remain on the Clubs premises securely or that a duly authorised Parent or Guardian takes responsibility for their safe custody.
- 7.11 The Range Officers' authority is absolute whilst conducting range activities. His authority overrides any intervention by Club members or officers whilst on duty.

Disciplinary Matters

- 8.1 It is the responsibility of all members to inform the Management Committee of any conduct on or off the Club premises by any person, whether or not they are a member of the Club, that is illegal, unsafe, dishonest, discreditable, conduct likely to cause other members harm or distress, or contrary to the conditions of the range safety certificate(s).
- 8.2 Such reports must be made to the Secretary, or if he is not available, to the Chairman or Treasurer, at the earliest opportunity.
- 8.3 If the incident is such that the Police Firearms Department should be notified of it, it is the duty of the Secretary (Chairman or Treasurer) to give such notice within 24 hours of receiving the report. This step shall be taken in addition to any disciplinary action against the accused person as provided for below.
- 8.4 The Secretary (Chairman or Treasurer) shall convene a meeting of three members of the Management Committee, to sit as a Sub-Committee to consider the matter not later than 14 days after notification of the incident.
- 8.5 The Secretary (Chairman or Treasurer) shall in the intervening period obtain statements in writing from both the accused and the accuser, and if necessary from any witness(es), and will lay those statements before the Sub-Committee when it meets.
- 8.6 The Sub-Committee, having examined the evidence, may decide:
- 1) That there is no case to answer in which case the accuser and accused will be informed by the Secretary that the matter is closed, or
 - 2) That there is a case to answer in which case the matter shall be the subject of a disciplinary hearing.
- 8.7 If there is a case to answer a Disciplinary Committee comprising five members of the Management Committee shall conduct the disciplinary hearing within 28 days of the meeting held under 8.4 above.
- 8.8 At the disciplinary hearing all parties to the incident may attend in person, and the accused may have with him a friend or advisor. If the accused does not attend he shall be entitled to receive a copy of the record of the hearing within 7 days of it taking place, or within 3 days of requesting the same, whichever is later.
- 8.9 The Disciplinary Committee will consider all written evidence as well as oral submissions when reaching their decision.
- 8.10 The Disciplinary Committee shall first decide whether the allegation has been proved or not.
- 8.11 If it decides that the allegation has not been proved it shall declare formally that the matter is closed. The accused shall be entitled to ask for notice to that effect to be given to members, and if he does so such notice must be given within 7 days of the decision being made.

- 8.12 If it decides that the allegation has been proved, the Disciplinary Committee may impose one or more of the following penalties:
- 1) A verbal warning.
 - 2) A written reprimand.
 - 3) Suspension of the right to use the Club's ranges for a fixed period of time.
 - 4) Suspension of the right to use any of the Club's facilities for a fixed period of time.
 - 5) Suspension of all membership rights for a fixed period of time.
 - 6) Immediate termination of membership of the Club, or in the case of a non-member of the right to make use of any of the Club's facilities.
- 8.13 If it finds that the allegation has been proved the Disciplinary Committee must decide whether the circumstances are such that the matter should be reported to the NSRA or other national governing body, which may consider whether further disciplinary action should be taken. If the Disciplinary Committee decides that the matter should be so reported the Secretary shall make the report within 7 days of the Disciplinary Committee's decision.
- 8.14 All proceedings of the Sub-Committee under 8.4 and 8.6 above, and of the Disciplinary Committee, shall be fully minuted, and copies of the minutes shall accompany any report to the NSRA or other national governing body.
- 8.15 Any person who disputes any decision, whether as to liability or penalty, by the Disciplinary Committee may appeal against that decision by serving upon the Secretary within 7 days a notice of appeal.
- 8.16 Upon receipt of such a notice of appeal the Secretary will invoke the procedure set out in the constitution and/or byelaws for the purposes of calling an extraordinary general meeting of the members of the Club to hear the appeal.
- 8.17 The appeal shall take the form of a re-hearing, so the meeting shall not be entitled to enquire into the manner in which the Disciplinary Committee reached its decision.
- 8.18 On the hearing of the appeal by the extraordinary general meeting the provisions of clauses 8.8 to 8.14 inclusive shall apply.
- 8.19 All decisions on disciplinary matters by the initial Sub-Committee, the Disciplinary Committee and the members in extraordinary general meeting shall be reached by means of a vote by those attending and eligible to vote. A simple majority will decide the issue and if necessary the Chairman shall have a second or casting vote.
- 8.20 The person who is the subject of the disciplinary action shall not be entitled to vote on any aspect of the disciplinary action against him.
- 8.21 When any penalty is imposed on a member by a Disciplinary Committee, or at an extraordinary general meeting, or by the NSRA or other national governing body, the Secretary shall post on the Club notice board a notice setting out the precise nature and terms of the penalty.
- 8.22 The Management Committee shall report to each annual general meeting any penalty imposed on any person as a result of disciplinary action by the Club or by the NSRA or other national governing body since the last annual general meeting.
- 8.23 The land owner and/or host club (eg Shanklin R&PC) requirements will take precedence over any Club byelaws, providing they do not breach Club or members safety.

Definitions & Miscellaneous

9.1 Guest

A person who visits the Club's premises at the invitation of the Management Committee and who must be either a member of a **recognised outside organisation or a person who is already known personally to at least one full member of the Club.**

9.2 **Guest Day**

An event involving Guest members which is arranged by the Management Committee for the purpose of attracting new members to the sport of target shooting and to the Club. **A maximum of twelve Guest Days may be held in any calendar year. The Secretary shall give to the Police notice of the Club's intention to hold a Guest Day not less than 48 hours in advance.** On such occasions Guests may only be permitted to **shoot under the personal supervision of a full member.** The Management Committee may require payment of a fee by all Guests attending a Guest Day, such fee to be notified to potential Guests in advance of the event.

9.3 **Police Liaison Officer**

A member of the Club who is appointed by the Management Committee to liaise with the Police in order to provide them with such information as they may legitimately require to ensure that the activities of the Club and its members are conducted properly and in accordance with Home Office requirements.

9.4 **Range Conducting Officer**

A member who holds a Range Conducting Officer's qualification awarded by a national governing body.

9.5 **Range Officer**

A person who is a Range Conducting Officer and who is authorised by the Management Committee to act as their representative in the supervision of the conduct of shooting on the Club's premises.

9.6 **Visitor**

A person who is not a member or probationary member of the Club, but who is a full member of another club and/or holds a firearm certificate and/or an experienced airgun target shooter, and who visits the Club's premises at the invitation of at least one member of the Management Committee. A Visitor may shoot on the Club's ranges provided that on each occasion he:

- 1) produces to the Range Officer his firearm certificate, or proof of membership of another club, and
- 2) confirms his eligibility to shoot by entering his name, address, firearm certificate number and/or other club name in the Club's register of visitors, such entry to be counter-signed by the Range Officer, and
- 3) If an airgun shooter, confirms his eligibility to shoot and signs the range register for the express use of "Visitors".
- 3) pays the range fee and visitor's fee.

The above Club Byelaws and rules have been duly considered by the Management Committee and adopted by those signed below:-

Signed

Hon. Chairman

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Hon. Secretary

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Hon. Treasurer