



# THE EXMOOR RANGERS CONSTITUTION

**Founded 1992**

## 1. CLUB NAME

The name of the Club shall be: THE EXMOOR RANGERS RIFLE & PISTOL CLUB

## 2. OBJECT

- (a) To provide a shooting facility for all kinds of firearms.
- (b) To encourage skill in all types of shooting by providing practise and instruction in the safe use of firearms and shotguns.
- (c) To obtain the maximum enjoyment from shooting in all its forms.
- (d) To promote research into the history and development of all types of firearms and ammunition.
- (e) To compete in all types of competitions.
- (f) To encourage the safe use of hand loaded ammunition.
- (g) In the interpretation of paragraph (2) (with the exception of para (h) which is overarching), no one objective shall be deemed to be predominant, and no one objective shall be deemed subsidiary to another.
- (h) To comply with Home Office Club Approval Criteria, NRA & NSRA Rules.

*Exmoor Rangers Rifle & Pistol Club  
Home Office Club Approval 1181688  
NRA Affiliation C319  
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### 3. CLUB MANAGEMENT

- (a) The Club shall be managed by a Committee consisting of Chairman, Vice Chairman, Secretary, Treasurer, two other Committee members and three shoot captains representing the main disciplines.

The roles of the committee members are as follows:

Chairman – To oversee and manage the committee, and ensure all duties are carried out correctly. The chairman will also have the casting vote at meetings in the case of a tie.

Vice Chairman – To oversee and manage the committee, and ensure all duties are carried out correctly. The chairman will also have the casting vote at meetings in the case of a tie. (In the absence of the Club Chairman)

Secretary – Communicate to members all information affecting the club and or members. Liaise with various authorities to ensure all regulations are complied with, all statutory and management deadlines are met.

Treasurer – Keep accurate, auditable records of the club finances. Report to the committee any issues regarding the club finances. Present an annual summary at the AGM.

Committee members – To carry out duties to support the above and other duties as agreed at committee meetings.

- (b) At all meetings of the Committee, four shall form a quorum.
- (c) All Officers and Committee members shall each have one vote when deciding Club business. If a majority is not achieved, the Chairman shall have an additional casting vote.
- (d) The Committee shall have power to co-opt members to fill vacancies, who shall hold office until the next Annual General Meeting.
- (e) The Committee shall have power to co-opt one additional committee member, if necessary, who shall hold office until the next Annual General Meeting.
- (f) The Secretary may convene a Committee Meeting as and when necessary.

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#### **4. PROCEDURE FOR THE ELECTION OF OFFICERS AND GENERAL MANAGEMENT COMMITTEE**

- (a) The Committee members of the Club shall be full members of the Club and shall be elected at the Annual General Meeting in each year and shall hold office for one year, retiring at the Annual General Meeting in each year. All Officers of the Club shall be eligible for re-election. Candidates for election to be Officers of the Club shall be those full members indicating that they are willing to serve as an Officer. Nominations, duly proposed and seconded either prior to or at the Annual General Meeting each year. A vote of the members attending will be carried out for each prospective committee member.
  
- (b) If the number of candidates for election at the Annual General Meeting is greater than the number of vacancies for Officers and Management Committee to be filled, then there shall be a ballot. In the event of a ballot failing to determine the Officers, or Members of the Committee because of an equality of votes, the candidate or candidates to be elected from those having an equal number of votes shall be determined by lot. If the number of candidates is equal to or less than the number of vacancies for Officers, then the candidates shall be deemed to be elected if two thirds of those present and entitled to vote, vote in favour of such election. If the number of candidates is equal to or less than the number of vacancies for the Management Committee, then the candidates shall be deemed to be elected if two thirds of those present and entitled to vote, vote in favour of such election.
  
- (c) The Annual General Meeting shall be chaired by the retiring Chairman until completion of the elections of Officers when the new Chairman shall take the chair.
  
- (d) The retiring Chairman may serve as an ex-officio member of the Committee in the year immediately following his/her retirement.

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## 5. MEMBERSHIP OF THE CLUB

- (a) The Club is a private members Club affiliated to the National Rifle Association (NRA) & the National Small Bore Rifle Association (NSRA)
- (b) Membership may consist of full Club members and probationary Club members.
- (c) Rules for each category of membership shall be in accordance with any requirements of the Home Secretary or any other statutory authority. Those rules and those determined by the Committee will be specified within the document *Exmoor Rangers Rifle & Pistol Club Bylaws*, which may be updated by the Committee from time to time.
- (d) Membership of the Club shall be open to all persons who have paid their current subscription, irrespective of ethnicity, nationality, sexual orientation, religion or beliefs; or of age, sex or disability except as a necessary consequence of the requirements of shooting activities as a particular sport.
- (e) Application for membership must be made on the form prescribed by the Committee. The applicant must be proposed by a full member (*as prescribed in Home office Guidance*).
- (f) All probationary Club members must attend shoot regularly and achieve Six (6) Range Visits within the Three (3) months probationary period. During this time, they will pay a “Visitors” fee as set by the Club Secretary and agreed with the Clubs committee. On the successful completion of the Club Probationary period after receiving the full approval from the Clubs committee this will be notified by the Club Secretary. Before receiving full Club membership status he or she must pay the Clubs annual subscription fee by BACS payment within 5 days of notification from the Club Secretary.
- (g) Any application for membership must be made known to all full members for consideration of acceptance. Any objection to an application for membership must be provided to an Officer or Committee member for inclusion in the business of the committee. Such an objection, or objections, may be sufficient to exclude the applicant from membership of the Club so the committee must investigate the complaint and hold a vote at the next committee meeting. The identity of the person(s) raising the objection(s) may not be divulged to the applicant, nor the reasons for the objection(s).
- (h) All members must ensure that their contact details are updated as necessary and provide such information when required by the Club Secretary or other person acting on the Secretary’s behalf.
- (i) All members must meet the attendance requirements as communicated by the committee to the members in the Club Rules. Any change of requirement to comply with legislation, Home Office, NRA or NSRA guidance etc, will be notified to members and they will be required to comply. The definition of “attendance” requires the visitor or member to be present on the range for a period as defined in the Club Rules, to actively shoot and record such in the range log.

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## 6. EXPULSION OF MEMBERS

- (a) The Committee shall have the power to expel any member who shall offend against the rules of the Club or whose conduct, in any circumstances, shall, in the opinion of the Committee, render that person unfit for membership of the Club, or fail to meet the attendance requirements.
- (b) Before any member is expelled, the Secretary shall give the member seven days written notice. The notice shall include details of the complaint(s) made against the member. No member shall be expelled without first having the opportunity to appear before the Committee to address such complaint(s); nor unless a majority of the committee then present vote in favour of the expulsion.
- (c) Right of appeal - any member expelled from membership under paragraph 5(a)(b), shall have the right of appeal to the general membership at the next Annual General Meeting.
- (d) No part or whole of any subscription previously paid by an expelled member will be returned.

## 7. SUBSCRIPTIONS

- (a) Every member shall pay an annual subscription of a sum to be decided by the Committee. Usually this will be agreed at the AGM based on the financial projection produced by the Treasurer. However, in exceptional circumstances, this amount may be varied by committee at another time.
- (b) Payment of the subscription for existing members will be due on the 1<sup>st</sup> day of December (or the first working day thereafter) and will cover the calendar year commencing on the 1<sup>st</sup> day of January immediately after that payment due date.
- (c) Payment of the subscription for new members will be required upon membership acceptance and will cover membership up to and including the 1<sup>st</sup> day of January following acceptance.
- (d) Payment of subscription implies acceptance of the club rules in force for the period of membership.

## 8. SUBSCRIPTIONS IN ARREARS

- (a) Any member who has not paid the full subscription as in paragraph 6 by the 31<sup>st</sup> day of December, will cease to be a member on the 1<sup>st</sup> day of January following.
- (b) Any member whose membership is ceased in accordance with paragraph 7(a), and who wishes to remain a member, will have the right to make representations in writing to the Committee. The Committee shall, in its absolute discretion, decide any such case on its merits and make such decision as considered appropriate.
- (c) The Club Secretary will notify the Police Licensing Department immediately a Club membership ceases.

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## **9. COMMISSION**

No member shall make any financial gain by way of commission, percentage or similar payment from any supplier of goods or services to the Club.

## **10. APPLICATION OF PROFIT**

No money or property of the Club, or any gain arising from the carrying on of the Club shall be applied otherwise than for the benefit of the Club and its object as stated in this Constitution. No portion shall be paid or transferred directly or indirectly to the members of the Club.

## **11. CLUB ACCOUNTS**

Full accounts of the financial affairs of the Club, duly audited, shall be delivered to every member with the notice convening the Annual General Meeting.

## **12. GENERAL MEETING**

- (a) The Annual General Meeting of the Club shall be held within six months of the beginning of the club year. Should circumstances prevent the Annual General Meeting being held on the said date, not more than fifteen calendar months shall elapse between Annual General Meetings. Business to be conducted will be that within the following –
- (b) The presentation and the passing of the accounts for the previous financial year ending on the 31st day of December prior to the Annual General Meeting. These accounts shall first have been audited by the Club's auditors.
- (c) Election of Officers and Committee Members.
- (d) Election of two Auditors.
- (e) Such other business as shall have been communicated to the Secretary and included in the notice of the meeting sent to members.

## **13. EXTRAORDINARY GENERAL MEETING**

An Extraordinary General Meeting may be convened at any time by the Committee or on the request of a minimum of three full members. Any such request must contain the names of the members making the request and details of the purpose for which the meeting is called. The requested meeting shall be convened within 21 days from the receipt of the request, unless the purpose includes a resolution to change the Constitution in which case the meeting date may be up to two calendar months from the receipt of the request.

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#### **14. NOTICE OF MEETING**

The Secretary shall, at least 14 days before any General Meeting, send to every member notice of the meeting stating the time, date and place where it will be held, and the business to be conducted.

#### **15. BUSINESS AT GENERAL MEETING**

The business at any General Meeting shall be limited to that provided by these rules and those further matters set out in the notice convening the meeting. The quorum at any General Meeting shall be a minimum of one fifth of all full members.

#### **16. VOTES**

At all meetings of the Club, each member shall have one vote except that in the event of a tie the Chair shall have a second, casting vote.

#### **17. DISSOLUTION OF THE CLUB**

If the Clubs Committee decides that it is necessary or advisable to dissolve the Club it shall call a meeting of all members of the Club, of which not less than 21 days' notice (stating the terms of the resolution to be proposed) shall be given.

If the proposal is supported by *two-thirds* of those present and voting the Management Committee shall have power to realise any assets held by or on behalf of the Club. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given or transferred to such other institution or institutions having objects similar to the objects of the Club as the members of the Club may determine.

In the event of the Club being wound up, all remaining assets shall be distributed equally between fully paid up members of the Club.

#### **18. LIMITATION OF THE CLUB'S LIABILITY**

Members of the Club, their guests and visitors, may use any permitted facilities of the Club, entirely at their own risk and impliedly accept the following conditions –

- (a) The Club will not accept liability for any damage to or loss of property belonging to members, their guests or visitors to the Club outside that covered by any insurance policy in effect at the time.
- (d) The Club will not accept any liability for personal injury arising out of the use of the Club facilities or out of participation in any activity organised by the Club, whether sustained by members, their guests or visitors, or caused by the said members, guests or visitors, whether or not such damage or injury could have been attributed to or was occasioned by the neglect, default or negligence of any of the Officers, Committee or Servants of the Club outside that covered by any insurance policy in effect at the time. Before inviting guests or visitors onto the premises or to participate in events organised by the Club, members will draw their attention to these rules.

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## 19. CLUB NOTICES

Any Club notice required to be served on any Club Member of Exmoor Rangers Rifle & Pistol Club shall be in writing and shall be served by the Club Secretary or the Clubs Committee on such Club Member either personally or by sending the Club letter by email and any Club letter so sent shall be deemed to have been received within 5 days of sending the email at his or her last known email address or if it's through the post in a prepaid letter addressed to the Club Member at his or her last known address in the United Kingdom, and any Club Letter so sent shall be deemed to have been received within 10 days of posting.

Mark Williams  
Secretary Exmoor Rangers Rifle & Pistol Club

The Club Constitution was adopted at the Clubs AGM Sunday 25 June 2023

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