

# **SUTTON COLDFIELD RIFLE AND PISTOL CLUB**

## **CONSTITUTION JULY 2015**

### **1 NAME**

The Club shall be called "Sutton Coldfield Rifle and Pistol Club"

### **2 AFFILIATIONS**

The Club shall be affiliated to The National Smallbore Rifle Association, Sutton Coldfield Town Football Club, Warwickshire Smallbore Rifle and Pistol Association and any other Associations which may be considered necessary by the Committee.

### **3 OBJECT AND AIMS**

The Club aims to foster and promote all forms of legal rifle and pistol shooting, organise shooting competitions, conduct and promote coaching and training programmes and encourage research into skill at arms. In doing so it will further its object of encouraging skill and marksmanship amongst its immediate region and country as a whole.

To meet its object and aims the Club is to be fully supported by its members with the intention to raise sufficient funds to run and equip the Club on an economical basis.

### **4 MEMBERSHIP**

4.1 Club membership is open to the whole community, without discrimination. All Club facilities are available to members and all attempts are made to ensure that members with disabilities can participate at the same time and way as all other members.

4.2 Members of the Club will also be enrolled as members of the Sutton Coldfield Town Football Club.

4.3 All members must abide by the current rules and regulation of the Club.

4.4 The Committee may withdraw the privileges of membership from any member whose conduct or actions made be deemed dangerous, detrimental to the Club or in non-compliance with any rules or regulations made by the Club. The Club shall not be liable to repay any monies to those who have had their privileges withdrawn. Any Club trophies held by such members must be returned immediately.

### **5 MANAGEMENT**

#### **5.1 THE COMMITTEE**

The Club shall be managed by the Officers and Committee who shall all retire annually and may offer themselves for re-election at the Annual General Meeting (AGM).

5.1.1 The Officers, all honorary, shall consist of President, Chairman, Secretary and Treasurer

5.1.2 The Committee shall consist of the Officers of the Club and Vice-Chairman, Captains of all disciplines, Statistical Officer and up to five additional members. The Committee shall have the power to co-opt additional non-voting members as required.

5.1.3 Vice-Presidents, elected at the AGM in recognition of exceptional services rendered to the Club, will be recognised as Committee members with voting powers restricted to General Meetings.

#### **5.2 DUTIES**

5.2.1 The President may preside at the opening of the AGM and any function arranged by the Club.

5.2.2 The Chairman or Vice-Chairman shall preside at all Committee meetings and, in the absence of the President, at the AGM. He will present a Report at the AGM and perform additional duties as and when required by the Committee.

5.2.3 The Secretary shall deal with all administrative matters of the Club including convening Committee and General meetings, conducting Club correspondence, keeping a

record of membership, keeping a clear record of all business transacted at meetings and perform additional duties as and when required by the Committee.

5.2.4 The Treasurer shall deal with all financial matters of the Club including receiving monies due to the Club, defraying expenditure as required, maintaining the Club accounts in a satisfactory manner, preparing an annual Statement of Accounts, duly audited, for the AGM and perform additional duties as and when required by the Committee.

5.2.5 Committee members will be expected to attend Committee meetings, assist the Officers and perform additional duties as and when required by the Committee.

### 5.3 COMMITTEE MEETINGS AND GENERAL POWERS

5.3.1 There shall be a minimum of six Committee meetings per annum, held bi-monthly, with additional meetings as circumstance dictates. The Secretary shall give Seven days notice of a meeting to all Committee members. A Quorum shall consist of five members, one of whom shall be the Chairman, Secretary or Treasurer. In the event of the absence of the Chairman or Vice-Chairman the members present shall elect a Chairman for that meeting.

5.3.2 Each member shall have one vote and may call for a vote by secret ballot. The Chairman of the meeting shall have a second and casting vote in the event of a tie.

5.3.3 The Management Committee may from time to time make or alter the byelaws of the Club. Any Such addition or alteration to the byelaws must be laid before the next Annual General Meeting of the Club for ratification. No byelaw, rule, standing order or other regulation may be made which is inconsistent with this constitution.

5.3.4 The Committee shall appoint Bankers, Range Officers and any other officials it considers desirable for the good conduct of the Club. It may also terminate any appointment it has made. The Committee shall have power to incur any normal expenditure that it considers will maintain the objectives of the Club, but a major expenditure will be referred to a General Meeting.

5.3.5 The Committee may pay accounts and incur any normal liabilities on behalf of the Club. The Committee and Officers are hereby indemnified by the Club against any claim or demand in respect of any liability properly and bona fide incurred on behalf of the Club.

5.3.6 Any Officer or member receiving money on behalf of the Club shall forthwith pass the same to the Treasurer.

### 5.4 GENERAL MEETINGS

5.4.1 The AGM of the Club shall be held as soon as possible after the end of the Club's financial year. A Quorum of 25% of the current membership is required to transact the following business – accept minutes of last year's AGM, receive Annual Reports, receive the audited accounts, elect Officers and Committee members and transact any other business.

5.4.2 One calendar months written notice of the AGM shall be given to all members.

5.4.3 To transact any other business at the AGM notice of such must be provided in writing to the Secretary at least three weeks before the AGM or it is introduced at the meeting and is accepted at the discretion of the Chairman.

5.4.4 Upon the requisition in writing, duly setting out the purpose, signed by twelve members and delivered to the Secretary, the Committee shall within 14 days convene an Extraordinary General Meeting of the Club. Upon such requisition being duly served and not obeyed within 14 days, the requisitionists may themselves convene such special general meeting of the Club by giving 7 days notice in writing to the members, duly setting out the purpose for which such meeting is called and any resolutions passed at such a meeting shall have the same force and effect as if they were passed at a meeting convened by the Committee.

5.4.5 Any Officer or Committee member may be removed by a majority of two-thirds of the members present at any General meeting and such vote shall be taken by ballot.

5.4.6 Voting shall be as per Committee, with the Chairman having casting vote (see 5.3.2).

## 6 FINANCE

6.1 SUBSCRIPTIONS. The Club subscriptions shall include any levy due to Sutton Coldfield Town Football Club.

6.1.1 An annual subscription for an amount as defined at the Club's AGM shall be

payable each year. The level of any additional subscription or fees and the method by which they are to be paid shall be defined at the Club's AGM. Any member who has not fulfilled his annual membership obligations by the date given in the Bye-laws and/or any member who persistently fails to discharge his or her liability for additional fees, subscriptions, team entry 'fees, or any other payment due to the Club within a reasonable time after due request for payment has been made, shall be debarred from the privileges of membership.

6.1.2 Such action of debarring shall not take place until the member's debt has been fully discussed at a Committee meeting. The Committee may upon an application made to it in writing by any member at its discretion direct that the member in question may be permitted to discharge his annual subscription or any other payment due to the Club in any manner in which the Committee may prescribe.

6.2 All assets of the Club, including trophies, remain the property of the Club but shall be managed by the elected Committee.

### 6.3 FUNDING

6.3.1 If at any time the Club in General Meeting shall pass a resolution authorising the Committee to borrow money, the Committee shall be empowered to borrow for the purpose of the Club such amount of money either at one time or from time to time at such rate of interest and in such form and manner and upon such security as shall be specified in the resolution

6.3.2 The Committee shall be empowered to make all such dispositions of the Club property or any part thereof and enter into such agreements in relation thereto as the Committee may deem proper for giving security for such loans and any interest on the loans. All members of the Club, whether voting on such resolution or not and all persons becoming members of the Club after the passing of such resolutions shall be deemed to have assented to the same as if they had voted in favour of such resolution. Authority to borrow monies shall be renewed each year at the AGM.

6.3.3 Where credit exceeding half of the Club's realisable assets is required this needs the separate specified ratification of the membership in general meeting. The authority is to be fully entered in the club's minute book together with a list of the members who acquiesced in its grant. Liability for such credit remains with the Club and no members will be personally liable irrespective of whether they acquiesced or not.

6.4 Any excess income received by the Club at the end of the financial year shall go back into Club funds for furtherance of the Clubs object and aims. No profits are to be distributed amongst the members nor are any members to be remunerated for their involvement in the Club.

## 7 WINDING UP

In the event of the Club being wound-up the property and assets of the Club shall not belong to the members of the Club but shall be made over to the National Smallbore Rifle Association, a Community Amateur Sports Club or a registered charity in proportions as directed by the discretion of the Committee.

## 8 AMENDMENTS TO CONSTITUTION

Alterations to these rules shall require the support of a majority of members present and voting at a General Meeting, a minimum of fourteen days notice setting out the proposals having been given.

## 9 AVAILABILITY OF CONSTITUTION

A copy of this Constitution shall be lodged with the Secretary and copies made available for inspection by any member of the Club on request.

Signed & dated on .....