

SURREY RIFLE ASSOCIATION

Membership Rules

1 NAME

The name of the Association shall be THE SURREY RIFLE ASSOCIATION (hereinafter called the Association).

2 HEADQUARTERS

The Headquarters of the Association shall be at Bisley Camp, Brookwood, in Surrey, or at such other address as the Association may in General Meeting determine.

3 OBJECTS

The Object of the Association shall be the encouragement of skill in rifle shooting in the interests of National Defence throughout the County of Surrey, particularly in rifle clubs, schools, Territorial and Cadet forces.

4 MEMBERSHIP

- 4.1 Membership of the Association shall consist of Honorary, Ordinary, Probationary, Social, Guest and Ex-Officio Members
- 4.2 Application for membership shall be made to the General Purposes Committee (GPC) in the written form prescribed by the Committee. Every applicant whether or not they possess a current firearms certificate must sign the declaration on the application form that states he/she is not prohibited by virtue of Section 21 of the Firearms Act 1968 from possessing firearms. Applications shall be considered at the next meeting of the GPC subject to their successful vetting by Surrey Police.
- 4.3 The GPC may decline to admit any person to membership without assigning any reason.

5 QUALIFICATIONS FOR MEMBERSHIP

- a) Birth in Surrey or, if born outside the United Kingdom, birth of a parental ancestor in Surrey;
- b) Present residential Parliamentary vote in Surrey. If no such vote is held the member shall be deemed to have one in the same place as his next-of-kin or, if a peer, in the place he resides. If such a vote is held for 10 years the member shall continue to qualify under this clause even though he/she may cease to have a residential Parliamentary vote in Surrey.
- c) Present membership of a rifle club or unit of HM Forces affiliated to the Association; or
- d) Recommendation for membership by the GPC.

6 EX-OFFICIO MEMBERS

The Ex-Officio members shall consist of the President, Vice-Presidents and the Trustees of the Association.

7 SOCIAL MEMBERS

- 7.1 The GPC may admit Social members on such terms as they may from time to time determine.
- 7.2 No Social member shall be permitted access to firearms and/or ammunition in such capacity at any time.

8 GUEST MEMBERS

- 8.1 The GPC may admit Guest members on such terms as they may from time to time determine.
- 8.2 An applicant for Guest Membership who is not a member of a recognised outside organisation must be sponsored by one Ordinary member who knows the person personally.
- 8.3 A Guest member who does not hold a Firearms Certificate or an Overseas Visitors Permit or Ordinary membership of a shooting club approved by the Home Secretary, shall be permitted access to firearms and/or ammunition in such capacity only if notice thereof has been sent to the Chief Officer of Police for Surrey not less than 48 hours before the day upon which such membership shall have effect and any such access shall be under the personal supervision of an Ordinary member of the Association.
- 8.4 The Association shall not provide access to firearms or Ammunition in accordance with 8.3 on more than twelve occasions in any twelve month period.

9 PROBATIONARY MEMBERS

- 9.1 An application for Probationary membership must:
 - a) be sponsored by two Ordinary members
 - b) satisfy the GPC that he/she is of good character and genuinely intends to participate in the sport of target shooting to a significant extent through membership of the Association.
- 9.2 No person shall be admitted to Probationary membership if, by such admission, the total number of Probationary members would then exceed the number of Ordinary members.
- 9.3 A person admitted to Probationary membership who does not hold a firearms certificate or an Overseas Visitors Permit or Ordinary membership of a shooting club approved by the Home Secretary shall be permitted access to firearms and ammunition in such capacity only under the personal supervision of an Ordinary member.

10 ORDINARY MEMBERS

- 10.1 an applicant for Ordinary membership must:
 - a) be qualified under rule 5
 - b) be sponsored by two Ordinary members who know the applicant personally
 - c) satisfy the GPC during a period of Probationary membership that he/she is of good character and competent in the safe handling and use of firearms and that he/she genuinely intends to participate in the sport of Target Shooting to a significant extent through membership of the Association
 - d) have attained the age of 15 years
- 10.2 The period of Probationary membership shall be not less than six months in respect of any applicant who, at the time of his admission to Probationary membership of the Association:
 - a) was deemed by the GPC to be a novice to Target Shooting, or
 - b) held neither a firearms certificate nor an Overseas Visitors Permit nor full shooting membership of a shooting club approved by the Home Secretary.

11 HONORARY MEMBERS

- 11.1 On the recommendation of the GPC, Honorary members may be elected at any General Meeting of the Association. They may be elected for life or such other period as the General Meeting may deem expedient.
- 11.2 An Honorary member having been a Ordinary member at the time of his/her election shall, without payment of any fee, retain all privileges of Ordinary membership for as long as he remains an Honorary member.
- 11.3 No Honorary member shall be permitted access to firearms and/or ammunition in such capacity at any time unless qualified as in 12.2.

12 PRIVILEGES OF MEMBERSHIP

- 12.1 The privileges of Ordinary and Probationary membership shall be:
 - a) to represent Surrey in Inter-County matches if qualified
 - b) to benefit from exemption from the need to possess a firearms certificate when, in accordance with these rules, in possession of firearms and ammunition of a type for which the Association is approved by the Home Secretary in accordance with section 15 of the Firearms (Amendment) Act 1988
 - c) To participate in Association shooting activities, except where the GPC determines to restrict participation
 - d) To compete for prizes and trophies in Association competitions, except where special conditions apply
 - e) To attend and vote at General Meetings of the Association
 - f) To participate in Association social activities, except where the GPC determines to restrict participation
 - g) To use the Association premises at Bisley
- 12.2 The privileges of Honorary and Social membership shall be as set out in 12.1 (e), (f) and (g)
- 12.3 The privileges of Guest membership shall be as set out in

12.1 (b), (c), (e), (f) and (g).

13 ADMISSION TO THE PRIVILEGES OF MEMBERSHIP

- 13.1 No person will be admitted to membership, or be admitted as a candidate for membership, without an interval of at least two clear days between his/her nomination or application for membership and his/her admission.
- 13.2 No person becoming a member without prior nomination or application may be admitted to the privileges of membership without an interval of at least two clear days between his/her becoming a member and his/her admission.

14 AFFILIATION

- 14.1 Any unit of H.M. Forces or civilian rifle club with its headquarters situated in the County of Surrey, or any school cadet force unit situated in the County of Surrey shall, subject to the approval of the GPC, be entitled to affiliate to the Association.
- 14.2 Any unit of H.M. Forces or civilian rifle club with its headquarters situated outside the County of Surrey, or any school cadet force unit situated outside the County of Surrey may, at the discretion of the GPC, affiliate to the Association.
- 14.3 Application for affiliation shall be made to the GPC in the written form prescribed by the Committee. Such applications shall be considered at the next meeting of the Committee.
- 14.4 The GPC may decline to accept into affiliation any unit or club at its discretion without assigning any reason.
- 14.5 Upon the acceptance of the affiliation of a unit or club the Secretary shall notify the same to such unit or club in writing and request payment of the affiliation fee. No unit or club shall enjoy the privileges of affiliation until such payment shall have been received.

15 PRIVILEGES OF AFFILIATION

- 15.1 The privileges of affiliation under rule 14.1 are:
- To enter teams in all competitions run by the Association for which they may be eligible
 - To receive a free copy of the annual report and notices issued by the Association
 - To nominate one of its members to attend the General Meetings of the Association
 - To use the Association premises at Bisley on such days as they have the use of NRA targets or when inter-club competitions are being held
- 15.2 The privileges of affiliation under rule 14.2 are as set out in a), b) and d) above.

16 OFFICERS

- 16.1 The Officers of the Association shall be a President, Vice-Presidents, a Chairman and Vice-Chairman of the GPC, a Secretary and a Treasurer.
- 16.2 All Officers shall be elected at each Annual General Meeting and shall hold office until the next Annual General Meeting when they shall retire, but shall be eligible to stand for re-election from year to year.

17 GENERAL PURPOSES COMMITTEE (GPC)

- 17.1 The GPC may at any time and from time to time:
- appoint any member to fill a casual vacancy occurring on the GPC (but not in place of an officer of the Association) and any members so appointed shall hold office only until the next Annual General Meeting and shall be eligible for re-election.
 - fill any vacancy occurring by death, resignation or otherwise of any officer or of the Auditor or Auditors between the Annual General Meetings

18 MEETINGS OF THE GPC

- 18.1 Seven members shall constitute a quorum of the GPC and two, a quorum of sub-committees.
- 18.2 A meeting of the GPC shall be summoned by the Chairman at least every three months when required, or by the Secretary within 10 days after receipt by the Secretary of a requisition signed by any four members of the GPC containing a statement of the matter upon which a decision or consideration of the GPC is required.

19 POWERS OF THE GPC

The powers of the GPC shall include the following:

- 19.1 To make and revoke such byelaws and regulations not inconsistent with these rules as the GPC shall deem expedient.
- 19.2 To nominate for election to the office of Vice-President at the next following Annual General such of the following as may consent so to serve, namely the High Sherriff of the County of Surrey, the Resident Peers, the Members of Parliament for the several divisions and Boroughs of the said County and other distinguished residents thereof
- 19.3 To admit Social, Guest, Probationary and Ordinary members.
- 19.4 To recommend candidates for Honorary membership.
- 19.5 To expel members and terminate membership.
- 19.6 To admit into affiliation rifle clubs and units of H.M. Forces and Cadets.
- 19.7 To terminate the affiliation of rifle clubs and units.
- 19.8 To appoint from time to time the following:
- Trustees of the Association Property in accordance with Rule 22
 - Bankers of the Association
 - Captain of Teams
 - A Duty Officer (who shall be a member of the GPC) and any other official deemed necessary or desirable
- 19.9 To terminate any of the aforesaid appointments at any time

20 REPORT

The GPC shall furnish a full report of the affairs of the Association to each Annual General Meeting.

21 AUDITORS

One or more Auditors shall be elected at the Annual General Meeting. They, or one of them, shall audit the annual statement of accounts and balance sheet and shall issue a report thereon before they are published.

22 TRUSTEES

- 22.1 There shall be a minimum of two and a maximum of four Trustees of the Association who shall be appointed from time to time as necessary by the GPC from among Ordinary or Honorary members who are willing to be so appointed.
- 22.2 All property of the Association including land and investments shall be held by the Trustees for the time being, in their own names so far as is necessary and practicable, for the use and the benefit of the Association.
- 22.3 On the death, resignation or removal from office of a Trustee, the GPC will take steps to appoint a new Trustee in his place and shall as soon as possible thereafter take all lawful and practical steps to procure the vesting of all Association property in the names of the Trustees as constituted after said appointment.
- 22.4 The Trustees shall have the power to sell, lease, mortgage or pledge any Association property for the purpose of raising or borrowing money for the benefit of the Association with the consent of the GPC; but no purchaser, lessee or mortgagee shall be concerned to enquire whether such consent has been given.

23 FEES AND SUBSCRIPTIONS

- 23.1 The entrance fee and subscription fee for Probationary, Ordinary, Social and Guest members shall be such sums as the GPC may from time to time determine
- 23.2 Annual fees shall be payable on election and thereafter without demand on the first day of January in every year. The GPC may terminate the membership of any member whose annual subscription remains unpaid for more than 28 days after it shall have become due.
- 23.3 The entrance and affiliation fee for rifle clubs and units of H.M. Forces and cadets shall be such sums as the GPC may from time to time determine.
- 23.4 The affiliation fee shall be payable on admission and thereafter without demand on the first day of January in every year. The GPC may terminate the affiliation of any club or unit whose affiliation fee remains unpaid for more than 28 days after it shall have become due.

24 FINANCES AND ACCOUNTS

The Treasurer shall keep such proper books of account as will enable him to present at every Annual General Meeting of the Association, or at any other time if required (on reasonable notice to him) by the GPC, or the Bar Committee, an accurate report and statement concerning the finances of the Association, including a separate statement with regard to the purchase and sale of intoxicating liquor for the preceding year, or for all the current year as the case may be and shall present such report and statement accordingly.

25 FINANCIAL YEAR

The financial year of the Association shall end on the 31st day of December in every year to which day the accounts of the Association shall be balanced.

26 INTOXICATING LIQUOR

- 26.1 The supply of intoxicating liquor in the Association premises shall be arranged under the control of the Bar Committee, which shall consist of not more than ten and not less than five members of the Association elected at each Annual General Meeting, who shall hold office until the next Annual General Meeting when they shall retire but shall be eligible for re-election from year to year.
- 26.2 The Bar Committee shall secure the due observance of the Licensing Act 1964 and all Acts relating thereto and of any conditions held by or on behalf of the Association for the supply of intoxicating liquor, or to any registration certificate granted in respect of the Association premises.
- 26.3 The supply of intoxicating liquor in the Association premises will be permitted during the following hours:
Weekdays and Saturdays: 11.00 to 23.00
Sundays, Christmas and Good Friday: 12.00 to 22.30
- 26.4 No intoxicating liquor shall be supplied to members or to any other persons on the Association premises otherwise than by or on behalf of the Association.
- 26.5 No intoxicating liquor shall be supplied for payment to any person on the Association premises other than to a member.
- 26.6 No person shall be paid at the expense of the Association any commission, percentage on or with reference to purchases of intoxicating liquor by the Association nor shall any person directly or indirectly derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the Association to members or guests, apart from any benefit accruing to the Association as a whole.

27 ANNUAL GENERAL MEETING

- 27.1 An Annual General Meeting of the Association shall be held in the months of March and April in each year upon a date and time to be determined by the GPC for the following purposes:
- a) to receive the GPC's report, balance sheet and statement of accounts for the preceding financial year and an estimate of the receipts and expenditure for the current financial year
 - b) to elect the President (who shall be the Lord Lieutenant of the County of Surrey for the time being if he consents to act), Vice-Presidents, the Chairman and Vice-Chairman of the GPC, the Secretary and the Honorary Treasurer.
 - c) to fill the vacancies in the GPC
 - d) to elect not more than ten and not less than five members to the Bar Committee
 - e) to elect the Auditors
 - f) to elect Honorary members where appropriate
 - g) to decide on any resolutions which may be duly submitted to the Meeting as hereinafter provided
- 27.2 A new candidate for election to the GPC may be proposed by the GPC or must otherwise be nominated in writing by two members of the Association (who shall first have obtained that candidate's written consent to such nomination) which must first be received by the Secretary on or before the 1st February last preceding the date of the Annual General Meeting.
- 27.3 A new candidate for election to the Bar Committee may be proposed by the Bar Committee, or must otherwise be nominated in writing by two members of the Association (who shall first have obtained that candidate's written consent to such nomination) which must first be received by the Secretary on or before the 1st February last.

preceding the date of the Annual General Meeting.

28 NOTICE OF BUSINESS

Any member desirous of moving any resolution at the Annual General Meeting shall give notice and details thereof in writing to the Secretary, which must be on or before 1st February last preceding the date of the Annual General Meeting.

29 SPECIAL GENERAL MEETING

The GPC may at any time for any special purpose call a Special General Meeting and shall do so forthwith upon the requisition in writing of any 20 members stating the purpose for which the Meeting is required.

30 COVENING GENERAL MEETINGS

- 30.1 Not less than fourteen days before the Annual General Meeting, or any Special General Meeting, a notice of such meeting and the business to be transacted thereat shall be posted on the Association premises and a copy thereof shall be sent to every member and no business other than that of which notice of which has been so given shall be brought forward at such meeting.
- 30.2 Not less than fourteen days before the Annual General Meeting the report, balance sheet, statement of accounts and estimates shall be posted in the Association premises.

31 PROCEEDINGS AT GENERAL MEETINGS

- 31.1 At all General Meetings of the Association the President, and in his absence a member selected by the GPC, shall take the Chair.
- 31.2 Every member present shall (unless his subscription for the current year remains unpaid for more than 28 days after it shall have become due) be entitled to one vote on every question raised. The GPC shall be empowered if they think fit to make regulations for enabling members unable to be present to vote by proxy or in writing.

32 QUORUM

The quorum at the Annual General Meeting shall be 15 and at all other General Meetings 25.

33 AMENDMENTS

No amendment (other than a motion for adjournment) shall be moved to any resolution proposed at any Annual or Special General Meeting unless written notice and details thereof shall have been sent to the Secretary not less than seven days previous to the meeting. Whenever any such notice shall be given the same shall forthwith be posted in the Association premises

34 VISITORS

- 34.1 Members may introduce and entertain visitors at the Association premises and there shall be kept at the Association premises a Visitors book which both the member and the visitor must sign.
- 34.2 The member introducing a visitor shall be responsible for his visitor strictly adhering to these rules and the Association byelaws and shall not leave the Association premises before his visitor.
- 34.3 No person shall be introduced as a visitor into the Association who shall have been expelled from membership or whose presence in the Association premises shall have been considered by the GPC to be objectionable or prejudicial to the interests of the Association.
- 34.4 No person introduced as a visitor shall be allowed to take possession of any firearm or ammunition at any time in his capacity as a visitor.

35 BYELAWS

The GPC may from time to time make, vary and revoke byelaws (not inconsistent with these rules) for the regulation of the affairs of the Association, the conduct of members and the byelaws for the time being in force shall be binding on all members.

36 CONDUCT OF MEMBERS

No betting shall be allowed in the Association premises. No lottery shall be promoted by any member or Officer on behalf of or in any way connected with the Association, or with any entertainment or event held by the Association without the previous written authority of the GPC. No member shall contravene any of the provisions of the Betting, Gaming and Lotteries Act 1963, or any statutory modification thereof for the time being in force.

37 EXPULSION OF MEMBERS

- 37.1 The GPC shall have the power to expel any member for any reason which they consider sufficient
- 37.2 No member shall be expelled without first having an opportunity of explaining or appearing before the GPC and answering the complaints made against him, or of withdrawing from the Association, and not less than a two-thirds majority of the members of the GPC present vote for his expulsion.
- 37.3 No member who shall be expelled shall have any claim on the Association for any subscription or entrance fee paid.

38 ASSOCIATION PREMISES

The Association premises shall be open to members on such days and between such hours as the GPC shall from time to time determine.

39 ASSOCIATION NOT TO BE USED FOR BUSINESS PURPOSES

No member shall give the address of the Association in any advertisement or use the Association address for business purposes.

40 NOTICES

- 40.1 Each member shall keep the Secretary informed at the Secretary's office on the Association premises of that member's address or of some other address at which communications may be addressed to him/her.
- 40.2 All notices shall be posted by being affixed in a prominent position on the Association premises in a part which is frequented by members. It shall be the duty of the Secretary to ensure that any such notice remains so exhibited throughout any period required in that behalf by or under these rules.
- 40.3 No notice shall be posted without the prior consent of the GPC or the Secretary, except on any notice board provided for the time being for the use of members.

41 ALTERATION OF RULES

- 41.1 No rule of the Association shall be repealed or altered and no new rule shall be made save at least by a two-thirds majority of the members present at a General Meeting and at least 28 days notice of intention to propose any new rule or alteration shall be given to the Secretary (unless it is an Annual General Meeting then rule 28 shall apply) who shall send notice of the same to every member to his address in the Association register at least 14 days before the General Meeting.
- 41.2 No alteration shall be made to rule 3, rule 44 or this rule without the prior written consent of the Charity Commissioners and no alteration shall be made to these rules which would cause the Association to cease to be a charity in law.
- 41.3 No alteration shall be made to these rules which would cause the Association to cease to qualify for the Approval of the Home Secretary as a shooting club in accordance with section 15 of the Firearms (Amendment) Act 1988.
- 41.4 The Secretary shall as soon as possible, and in any event within 28 days of the making of any alteration to these rules, give written notice thereof to the Chief Officer of the Police and to the Clerk of the Local Authority of the district in which the Association is situated.

42 INTERPRETATION OF RULES

- 42.1 The GPC's interpretation of these rules shall be final and every member shall be bound by and submit to the rules and byelaws of the Association.
- 42.2 Every visitor, member of an affiliated club or unit and other persons lawfully admitted to the Association premises, shall be bound by and submit to rules 36, 39 and this rule and the byelaws as if such persons were, for the time being, members of the Association.

43 EXCLUSION OF LIABILITY

- 43.1 Neither the Association nor any Officer thereof shall be liable to any member, member of an affiliated club or unit, visitor, or any other person lawfully admitted to the Association premises for any loss or damage to any property occurring from whatever cause in or about the Association premises; nor for any injury sustained by any such person whilst on or entering or leaving the Association premises, and a notice to this effect shall at all times be displayed in a prominent position on the Association premises.
- 43.2 Neither the Association nor any Officer thereof shall be liable to any member, member of an affiliated club or unit, visitor, or any other person participating in any Association activity on the Association premises or elsewhere for any loss or damage to any property occurring from whatever cause; nor for any injury sustained by any such person whilst participating in such Association activity.

44 DISSOLUTION

- 44.1 The Association shall never be dissolved except with the consent of the President, and the agreement of at least two thirds of members present at two Special General Meetings.
- 44.2 In the event of such dissolution, or the Association for any reason ceasing to exist, the Trustees shall hold all assets for the benefit of The National Rifle Association or such other institution or body with similar objects and registered under the Charities Act 1960 or any statutory modification or re-enactment thereof for the time being in force as the then existing members of the Surrey Rifle Association shall direct.
- 44.3 No member shall have any claim to participate in the assets of the Association.

45 DEFINITION

- 45.1 In these rules the words "firearm" and "ammunition" mean any firearm and ammunition to which section 1 of the Firearms Act 1968 (as amended by the Firearms Act 1988) applies.
- 45.2 In these rules, unless the context otherwise requires, the expression County of Surrey means the geographical County of Surrey as it existed prior to the passing of the Local Government Act 1933.

March 1996