

Worcestershire Masonic Clay Shooting Society CONSTITUTION

1. The title of the society shall be Worcestershire Masonic Clay Shooting Society
2. The headquarters of the society shall be 41 Lockwood Road, Northfield, Birmingham, B31 1PZ
3. The objects and aims of the society shall be to foster and encourage the support of clay pigeon shooting and organise practise shoots, to arrange matches and competitions, both among members, the masonic community and affiliated societys, and to improve the standard of shooting.
4. The society is a non-profit making organisation. All profit and surpluses will be used to maintain or improve the society's facilities or events. A proposal to dissolve the society shall be dealt with in the same manner as a proposal to alter or add to the constitution. On dissolution of the society its surplus property and funds shall be divided equally among current properly paid-up Members.
5. The management committee of the society shall be composed of the Chairman, Treasurer, Secretary, all of whom shall be elected by the society members at each Annual General Meeting. The retiring members of the management shall be eligible for re-election. The position of President when elected, their post being honorary, and is without voting powers.
6. The committee shall have the power to fill any vacancies during the year and shall have the power to form sub-committees as may be required.
7. All monies received on behalf of the society shall forthwith be paid into the account of the society at a recognised bank or building society, at the discretion of the Treasurer who alone shall have power to draw on such an account, subject to there being at least two authorised signatories (*other than husband/wife relationships*) on any withdrawal of society funds. With the agreement of the committee an internet banking facility may be set up to facilitate this method of accounting. No amount greater than £100.00 shall be drawn unless previously sanctioned by a quorum of the committee. Amounts larger than £100.00. must be sanctioned by the members who will be informed of the circumstances and allowed 14 days to respond, all none responses will be deemed acceptance to continue. No prizes or other such articles shall be purchased or debts or liabilities incurred on behalf of the society by a person without the previous sanction of a resolution of the committee, general meeting of the society, or by agreement of a quorum of the committee.
8. The accounts shall be audited by a duly appointed committee member every year and every three years or sooner, at the discretion of the committee, by an independent auditor. The society accounts shall be audited by a member of the committee duly appointed to the task who may invite others to his sub-committee.
9. The annual subscription and joining fee of the society shall be at the discretion of the committee. The committee retains the right to alter these fees during the course of the year, their actions to be ratified at the next Annual General Meeting. The financial year of the society shall be from February to January.
10. The Annual General Meeting of the society shall be held by the end of February each year, or as soon after the finalisation of the accounts. Thirty days' notice shall be given to all members whose subscription is up to date. Resolutions to be proposed at the meeting shall be given in writing to the secretary fourteen clear days before the meeting. A member will still be able to vote in person at the AGM subject to him notifying the Chairman that he has withdrawn his proxy vote.

For the Annual General meeting to re-elect officers or pass any resolutions a quorum is required. A quorum shall consist of at least 4 members, or 15% of the current society membership whichever is the greater. Only those members whose subscription is up to date may attend and vote.

11. The committee shall have the power to form such bye laws as they consider will be conducive to the good of the society and to the encouragement of the sport. Such byelaws to be ratified at the next Annual General Meeting.

12. Members shall, subject to the approval of any committee member present, have the right of introducing visitors to practise or to shoot in open competitions, provided that any member so introducing a visitor shall be liable for any debts incurred by the guest to the society as well as ensuring safe behaviour of the guest. Should the member wish to bring more than one guest to a shoot then the member must seek prior permission at the time of applying for a particular event.

13. Any resolution of the committee shall require a majority vote of the members present and voting. The Chairman, Secretary or Treasurer retains the right to defer the vote until the next meeting or the Chairman can give a casting vote so long as a quorum is present. A quorum must consist of the Chairman, Secretary or Treasurer plus one other committee member.

14. A list of approved safety officers shall be maintained by the committee should a responsible committee member be unable to attend an event. The society encourages any member who wishes to undertake CPSA approved safety courses

15. All society members are under strict instructions to follow the rules and safety orders of any ground that is not under the direct control or responsibility of the society. A safety officer may at any time remove, from the shooting ground, members or their guests, or the entire society, if the officer feels that there is a danger to members or other shooters at the officer's sole discretion.

16. It is recognised that the society does not control or run any shooting grounds and that the independent grounds maintain all legal control that the society sub-contracts for its shooting events. It is therefore a condition precedent of membership that the society shall not be held legally liable or responsible for any accident and/or injury to members or visitors whilst on these grounds.

Membership

1. To become a WMCSS member you must be a subscribing member of a Craft Lodge or Order in the Province of Worcestershire.

2. Each member will sign (digitally) the society's Code of Conduct and Safety Code. These documents will be kept digitally by the Secretary.

3. Each member will provide a scanned/photograph copy of their gun licence which will be kept securely by the Secretary.

4. Each member will provide evidence of having personal shooting insurance which will be kept securely by the Secretary.

5. Each member will be responsible for providing their own shooting safety equipment, failure to do so will exclude them from shooting with the WMCSS

6. Each member will be required to pay an Annual Fee of £30 towards the running and upkeep of the society.

7. Should a current member cease being able to provide evidence of the above points 1-6 will be liable to be excluded from the society.

Worcestershire Masonic Clay Shooting Society Safety Code 2025

While transporting, inspecting, and using a shotgun there are certain rules that must be followed to ensure the safety of the gun user and the surrounding people.

Worcestershire Masonic Clay Shooting Society (“WMCSS” or “the Club”) endeavour to enforce these safety rules so that the sport can be performed in a safe and supportive environment.

WMCSS New Member Policy:

1. All new members must complete two shoots conducted by WMCSS Safety staff.
2. Each member **MUST** hold a valid Shotgun License and individual insurance.
3. All members must be familiar with this document. This document must be available for members to access easily and at any time.

The Key Points of Shooting Safely:

1. Never shoot unless you are sure it is safe to do so.
2. Always have the safety catch on ‘safe’ until the moment before you fire.
3. Always bear in mind the possibility of a ricochet, particularly across water or off branches and vegetation.
4. Never load a shotgun unless you are expecting a shot.
5. Never travel with a loaded shotgun.
6. Never put down a loaded shotgun or leave it unattended.
7. Never touch the trigger(s) until you want to fire.
8. Never attempt to shoot unless you are steady on your feet. **a.** Be aware of uneven, wet or loose ground.
9. Never shoot unless you are certain of your target and can see it clearly.
10. Never point a gun, loaded or unloaded, in an unsafe direction.
11. The gun should always be pointed down range. **a.** Never turn around with a loaded gun.

12. Misfires: keep guns closed pointed down range for 20 seconds. Remove ammunition from the gun and set aside for inspection/disposal. **a. DO NOT** attempt to reuse misfired ammunition.

Other Important Safety Conduct:

1. Never point a gun, loaded or unloaded, in an unsafe direction.

2. Carrying a shotgun in a slip - To prevent a shotgun falling out, if your slip fastening should fail, keep it with the barrels down and stock up when slung over your shoulder. A shotgun should be opened before removing it from the slip to check that it is unloaded. Do not touch the trigger even at this stage. Your next action should always be to check that the barrels are clear while pointing the gun in a safe direction. Do not point the muzzle end of the slip at anyone. Remember, a shotgun should always be considered loaded. On replacing the shotgun in a slip, you should check the gun is unloaded and insert the barrels into the slip before closing the gun and then fastening the slip.

3. Know the gun's information - If in doubt about the cartridges that are safe to use in your gun, check for this information with the owner/licence holder of the gun. Never shoot with cartridges that do not fit flush against the inside of the barrel.

4. Carrying a shotgun out of a slip - When you are not shooting but have the gun out of its slip, it should be carried empty, open and over the crook of the arm, not over the shoulder or in any other way. The muzzles should not be rested on your feet.

5. Passing a shotgun to someone - When passing a gun to someone it should always be proven to be empty: that is open, empty and passed stock first so that the empty chambers are visible.

6. The law - It is an offence (except in certain circumstances) to possess a shotgun without a current shotgun certificate or temporary police permit.

All birds and many animals are protected and must never be shot on the clay ranges. There is an 'open' season for quarry species, and it is an offence to kill or attempt to kill them at other times. You may only lend a shotgun to someone without a certificate if you are with that person, on land of which you are legally the occupier OR if you are at a clay pigeon shoot where the chief constable has granted special permission to allow non-certificate holders to shoot.

7. Cognitive impairment – Under no circumstances are members allowed to shoot while under the influence of cognitive impairing substances. This includes alcohol, prescription medicines and illicit drugs.

8. Personal protection – Ear defenders must be used at all times on the shooting ground. Eye and head protection are optional however both are available at the members' request.

9. Witnessing unsafe shooting – If any member witnesses someone being unsafe with a shotgun or around shotguns they are obliged to immediately bring this to the attention of a committee member (or a staff member of the range should the committee not be available). Committee members are present to teach safe handling of the gun however under severe lapses in gun safety it is the prerogative of the Health and Safety Officer to ask the member in question to stop shooting. The incident will then be discussed at a specific committee meeting to decide if this member is allowed to return to the club.

Handling of Incidents:

As the Worcestershire Masonic Clay Shooting Society is in a position of responsibility in regard to the safety of the members of the society it is important that there are clear guidelines for the course of action should there ever be an incident.

Minor Incidents:

- Minor incidents include when a member has become injured, but not seriously so, and where a gun was NOT involved in the incident. This would cover accidents such as falling, becoming ill or other incidents that are brought to the committee's attention.
- If there is an injury or illness this should be taken to the society's first aider. If the society's first aider is not available, then a member of staff at the range should be informed. The Health and Safety Officer should write down the details of the incident for future reference and the committee should agree on if there are any ways for similar accidents being avoided in the future.
- All details on the nature of the accident and prevention for the future should be shared with the location of shooting and members in the club should be reminded of safety instructions.

Major Incidents:

- Major incidents involve all serious injuries, illnesses and any accidents involving a gun.
- If immediate first aid is necessary, then the first aider should be contacted immediately. If appropriate an ambulance should also be called to attend the scene.

- The Health and Safety Officer should record the event and talk to witnesses (if any) while other committee members in attendance should ensure the safety and calm of the other members.
- If a gun has been involved in the trauma of a member the police must be called and notified. The society will endeavour to facilitate any of the enquiries by the police.
- Any member involved in a Major Incident will be automatically suspended from the group pending an investigation which will be completed by the Committee

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- Under no circumstances should the members, or the committee, talk to the press.
- If a member has been involved in an incident the WMCSS should be contacted immediately so that contact with the next of kin can be made.

Clay pigeon shooting is a fun and challenging sport, but it requires a level of responsibility and care when handling the guns. This should be engrained into the running of the club throughout the year.

Worcestershire Masonic Clay Shooting Society

Code of Conduct

Members of the Worcestershire Masonic Clay Shooting Society (“the Society”) are asked to abide by the following rules at all times:

1. All Members must read and remain familiar with the Society’s Safety Code. The wellbeing and safety of participants must be considered before the development of performance.
2. All Members must follow all guidelines which may from time to time be laid down by the Society .
3. All Members should encourage participants to value their performances and not just results. Members should develop an appropriate working relationship with participants, based on mutual trust and respect. The Society upholds the core values of Freemasonry—Brotherly Love, Relief, and Truth—while promoting safe, inclusive, and enjoyable clay shooting activities. All members are expected to conduct themselves with integrity, respect, and a commitment to the wellbeing of others.
4. A Member shall not do anything which is likely to intimidate, offend, insult, humiliate or discriminate against any other person on the ground of gender, race, disability, age, religious or political belief, sexual orientation, social background, ethnic origin, language, marital or civil partnership status or pregnancy.
5. All Members must recognise and appreciate the efforts made by Coaches, Officials, the Committee, and administrators in providing the opportunity to participate in the sport and enjoy the sporting environment. All members shall promote the reputation of the sport and take all possible steps to prevent it from being brought into disrepute.
6. When competing, all Members shall turn up with appropriate kit for the activity. All members shall recognise and applaud all good performance and be a good sport - win with modesty, lose with dignity. All members should thank officials and opponents after the competition.
7. All Members are required, at the point of joining the Society, to provide the Society secretary with personal information as requested, including a copy of the Members up to date Shotgun Certificate, a copy of which will be held by the Society Secretary, and the Member must agree to this information being stored for exclusive use by the Society. All members are required to provide the Society secretary with a copy of their shooting insurance and/or CPSA membership.
8. All members must bring their Shotgun Certificate along with them to each and every shoot. Unless the legal requirements are met in this regard we cannot allow a person to shoot.
9. We have a very strict FIBRE WADS ONLY rule. Anyone found to be using plastic wads will be disqualified and asked to leave the field. No shot larger than 7
10. Members are asked to ensure that their mobile phones are turned onto silent when shooting is in progress.
11. The Secretary will be the GDPR Data Controller for all documentation
12. All members MUST have personal liability insurance a copy of which will be held by the Society’s Secretary
13. All members MUST be an active member of a Worcestershire Masonic Lodge/Order
14. All prospective members will prior to being admitted a member be witnessed by a member of the WMCSS to ensure that they are a competent shooter (Competent - safe around others, carrying firearms safely, understanding basic etiquette to ensure no member was to bring the Society into disrepute through poor behaviour or actions)

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15. As a condition of membership, all prospective members must sign the Code of Conduct and by reference the Safety Code and the Constitution (copies of which are appended hereto) before being admitted as members
16. The Society is being formed as a Clay Shooting Society - there will be no deviation to animal or bird - this sets expectations of people who think that we would change over time.
- 17 **No alcohol or intoxicating substances** are to be consumed before or during shooting activities and any individual suspected of being under the influence will be prohibited from participating.
18. The WMCSS will organise and run shoots for non licence holders and they will be advertised
19. All members will list their shoots on a site score card which will be issued by grounds of the shoots and then filed by the Secretary.
20. Members must not take, share or post photographs or videos of other members while shooting (or on any shooting ground), to FaceBook, Instagram or any other Social Media platform without the express consent of the individuals concerned
21. Breaches of this Code of Conduct may result in verbal or written warnings, suspension or expulsion from the Society and serious breaches may be reported to the relevant Authorities
22. This Code of Conduct may be reviewed and updated annually or as needed, with input from Society members.
23. An AGM will be held Annually in the month of February at a default meeting place of Stourport Masonic Hall.

I,

of **Worcestershire Masonic Clay Shooting Society** have read and understood this Code of Conduct, the Safety Code and the Constitution of the Society ("the Documents") and hereby accept and agree to abide by the terms of the Documents

Signed:

Dated: