



Constitution

As amended on 11 April 2005, 6 May 2017, 12 December 2018 and 24 January 2026

2026-01-25

1 Name

The name of the club is the Somerset West Pistol Club, hereinafter referred to as “The Club.”

The Club shall exist in its own right, as a juristic entity, separate from its members.

- (a) It shall continue to exist, regardless of changes to its members and office bearers.
- (b) It shall be able to own funds and property as an entity in its own right.
- (c) It shall be able to sue and be sued in its own right without prejudice to its members or office bearers, who shall not be liable or assume any obligations on behalf of the Club.

2 Headquarters

The headquarters of the Club shall be in the Helderberg basin.

3 Objectives

- (a) To promote and encourage handgun, shotgun and rifle shooting and other firearm shooting disciplines amongst persons of repute residing in the Western Cape area, with a view towards recreation and sport by improving marksmanship.
- (b) To establish and maintain a shooting club for the use of members and guests, and generally to afford them all the usual privileges, advantages and facilities of a shooting club.
- (c) To purchase, hire or otherwise acquire ground suitable for a shooting range and to build, purchase, lease or otherwise provide or acquire such buildings, structures, equipment, apparatus and other conveniences as may be necessary for the fulfillment or furtherance of the object of the Club and to furnish, alter, repair, enlarge, uphold or maintain same.
- (d) To hire or employ labor or services of any person or persons necessary for the purpose of the Club and to pay their salaries or remuneration for each labor or services rendered.
- (e) To promote, hold, organize, either alone or jointly with other clubs, institutions or persons, firearm shooting competitions and matches and to offer, give or contribute towards prizes, awards, trophies or medals in respect thereof and to promote and hold appropriate social entertainments.
- (f) To affiliate or combine with or to promote or assist any other body, institutions or organizations recognized by the South African Police Service as an accredited shooting organization and having objectives similar to those of the Club.
- (g) To do all such lawful things as are incidental or conducive to attainment of any or all of the above objects.
- (h) To establish subsections, hereafter Disciplines, within the Club to provide facilities for clay pigeon and other disciplines of shooting, which in the opinion of the Committee can be safely conducted on the Club's ranges.

4 Committee

The management, control and administration of the Club shall vest in the Committee, which shall consist of the following office bearers:

- (a) Chairman, Vice-Chairman, Secretary/Treasurer and Assistant, or Secretary and Treasurer, additional members not exceeding 3 (three) in number. They shall be proposed, seconded and elected by a ballot or a show of hands

at each Annual General Meeting, when they shall retire, but they shall be eligible for re-election from year to year. Only Club members may hold office on the Committee.

- (b) The Committee shall have the power from time to time to co-opt members for such purposes or to delegate such duties to members as the Committee may decide, and to depute to them if necessary any powers and duties of the Committee itself.
- (c) The ownership, control and administration of all assets of the Club shall vest in the Committee, who shall have the power to deal with the Club's assets as they see fit, in the interest of the Club.
- (d) All monies paid into or received by the Club, shall be deposited into an account or accounts with recognized banks. All transactions made from these accounts must be approved by at least two (2) Committee members.
- (e) The Club through the Committee may borrow, raise or give security for money by the issue of bills of exchange, promissory notes or other obligations or securities or secured by the property of the Club.
- (f) The Committee may authorize any office-bearer to enter into any agreement, contract or undertaking on behalf of the Club, for the purpose of attaining the objects of the Club.
- (g) The Committee shall hold meetings at its discretion. Due notice of the agenda of such meetings, together with a copy of the minutes of the previous meetings is to be given to the office-bearers by the Secretary. Minutes shall be taken at all meetings. Three (3) office bearers shall constitute a quorum at Committee meetings.
- (h) Club members shall be kept informed of decisions at Committee meetings.
- (i) Vacancies in the Committee may be filled by the appointment of office bearers by a majority vote of the remaining office bearers, provided that if more than two vacancies exist, a special meeting shall be called and new office-bearers shall be appointed and elected by ballot.
- (j) The Committee shall have the power to make, repeal and amend such by-laws as they may consider necessary from time to time for the benefit of the Club, which by-laws, repeals and amendments shall have effect until otherwise determined by the Committee or a general meeting.

5 Financial Year

The financial year of the Club shall terminate on the last day of February of each and every year.

6 Membership

- (a) Any person who may lawfully possess a firearm or airgun, or who may handle such arms under the supervision of a parent or guardian, may apply for membership by submitting an application in writing to the Committee and paying the prescribed fees upon approval. Membership shall be allowed on a temporary basis for 3 (three) months after an application has been approved, at the expiry of which the Committee may revoke the application for any reason. Should any application for membership be revoked in this way, the said fee will be refunded.

The acceptance or refusal of any person as a member shall be at the sole discretion of the Committee, whose decisions shall be final and binding.

The annual membership fee as prescribed from time to time shall be due and payable by every member, one month after the commencement of the current financial year, thus being 1st April each and every year. Should any new member join after this date, the subscription will be calculated prorated on a quarterly basis.

- (b) Any member who fails to pay the membership fee within 1 (one) month after the due date (1st April) shall not be entitled to enjoy or make use of any rights, privileges, benefits, facilities or amenities afforded to members for as long as it remains unpaid, and if such a member fails to pay the membership fee within a further period of 1 (one) month (1st May), subsequent to written notice having been given, the committee shall have the right to terminate such person's membership. In the event of any such person thereafter re-applying for membership; the provisions of Clause 7 shall *mutatis mutandis* apply.
- (c) A member may resign from the Club by giving written notice of his/her resignation to the Secretary, who shall bring such notice to the attention of the Committee. On resignation, such member shall not be entitled to a refund of either his/her membership fee or any portion thereof.
- (d) Any member of the Club may be suspended or expelled by the Committee as prescribed in the Disciplinary Code.

7 Disciplines

- (a) Any established member may propose the facilitation of a shooting discipline to the Committee for approval.
- (b) Disciplines are treated equally and shall be awarded range time as fairly as possible.
- (c) Disciplines, under leadership of a coordination person or team, may manage their activities themselves within the boundaries of the Club Constitution and bylaws under the oversight of the Committee, and shall maintain administrative and financial transparency.
- (d) Disciplines shall propose competent range officers to the Committee for approval, who shall officiate at all Club events and have the power to remove from the range any person who fails to observe their instructions or commands, or who, in their sole opinion, may pose a danger to themselves or others.
- (e) Internal disputes shall be raised to the Committee for resolution.

8 Annual General Meeting

The Annual General Meeting of the Club shall be held on or before the 31st (Thirty First) day of May each year. Written notice of the Annual General Meeting shall be given to all members at least 3 (three) weeks before such meeting. A quorum at the Annual General Meeting shall consist of 15% of paid-up members of the Club present in person, virtually or by proxy, but a quorum shall not be necessary at any postponed Annual General Meeting.

The business of the Annual General Meeting shall be:

- (a) To read the notice convening the meeting.
- (b) To read and confirm the minutes of the previous Annual General Meeting and of any subsequent meeting.
- (c) To deal with any matters arising from the minutes.
- (d) To consider the report of the Chairman and Committee for the past year and to receive and, if approved, to adopt the duly audited financial statement and balance sheet of the Club.
- (e) To transact any special business of which at least 2 (two) weeks' written notice has been given to the Secretary.
- (f) To elect honorary office bearers.
- (g) To elect office-bearers for the ensuing year in terms of paragraph (four) hereof.
- (h) To transact general business.

9 Special General Meetings

- (a) A Special General Meeting for the Club may be called:
 - (i) Upon resolution at any meeting of the Club.
 - (ii) Upon resolution of the Committee.
 - (iii) Upon written demand signed by not less than 20% of the Club's members, addressed to the Secretary and stating the reasons and purpose for such a meeting.
- (b) A Special General Meeting shall be confined to the subject/s for which it was called, and at least 14 (fourteen) days' notice of any Special General Meeting shall be given in writing by the Secretary to all members.
- (c) A quorum for a Special General Meeting shall consist of 25% of all paid-up members of the Club, present in person, virtually or by proxy, but a quorum shall not be necessary at any postponed Special General Meeting.

10 Accounts

Proper books shall be kept and duly audited accounts of the Club shall be prepared and made available at the Annual General Meeting.

11 Notices

- (a) Any required notice shall be deemed duly given if sent, in writing, to any of a member's contact details recorded with the Club.
- (b) Electronic surveys, polls, or votes shall be considered binding if this has been expressly stated in the prior communication.

12 Complaints

Any complaints shall be submitted in writing to the Secretary, who shall bring same to the attention of the Committee for its decision.

13 Constitution

This constitution may be added to or amended only by resolution passed by 51% (fifty-one percent) majority of paid-up members present in person, virtually or by proxy at the Special General Meeting called for such purpose, or at any postponed Special General Meeting. Due written notice of the proposed amendments or additions shall be given to all members by the Secretary.

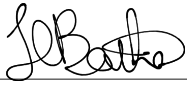
14 Patron and Honorary President

A Patron or Honorary President may be elected at each Annual General Meeting. They shall hold office for a year but shall be eligible for re-election from year to year.

15 Dissolvement

In the event of the Club being dissolved for any reason whatsoever, its net assets shall devolve upon and be awarded (only) to a body, institution or organizations having objects similar to those of the Club.

Signatories



Chairman
L.A. Botha



Vice-Chairman
G.D. Venter



Treasurer
R.V.A. Bester



Secretary
C.T. Le Roux



Vice-Secretary
W.J. Hanekom

2026/01/29

A Disciplinary Code

- (a) Any complaint of alleged misconduct or the committing of an offence must be lodged in writing to the Chief Range Officer, who must investigate the complaint, as soon as possible, and must decide without delay whether a disciplinary hearing should be held. If so, the Chief Range Officer, in conjunction with the Committee, will convene a Disciplinary Committee to investigate and make a finding in respect of the alleged misconduct. The member, against whom a complaint is made, must as soon as possible after a complaint has been made to institute disciplinary proceedings, be notified thereof in writing by the Committee.
- (b) Such a written notice must contain the following:
 - (i) Precise particulars of the charge; and
 - (ii) The date, time and place where a member should appear to answer on such a complaint;

Alternatively:

- (i) A member can be given the opportunity to reply in writing on the allegations before/on a specific date;
 - (ii) That the member is entitled to be legally represented or be assisted by another member of the Club;
 - (iii) That the member should have all his witnesses in support of his case available;
- (c) The disciplinary Committee will decide on the procedure that will be applied during such disciplinary/investigation, but it must;
 - (i) Be procedurally fair; and
 - (ii) The procedure that will be followed at the hearing must be communicated to the accused person in writing prior to the commencement of the hearing, either as part of the charge sheet or in a separate document.
 - (iii) If it is the opinion of the Committee to suspend a member pending the outcome of a disciplinary hearing, they can make such an order.
 - (iv) If a member is found guilty by a disciplinary committee of misconduct or an offence, such a member can be:
 - (a) Cautioned;
 - (b) His further membership may be made subject to a probation period;
 - (c) Suspension for a period that the committee deems fit;
 - (d) Permanently suspended; and
 - (e) Make any other findings or impose conditions or place constraints that it deems fit.
 - (d) Temporary suspension means that a suspended member may, for the duration of the suspension, not participate in any Club activities.
 - (e) If a member has been found guilty by the Committee of misconduct or of an offence, the decision will be final and binding on the member and no right of appeal will exist.

THE COMMITTEE