



Mornington Clay Target Club Inc.

Registered Number: A0008589J

Post Office Box 250, Mornington, Victoria, 3931

MINUTES - COMMITTEE MEETING

June 10, 2026

370 CRAIGE ROAD, MOUNT MARTHA VIC 3934

1: Welcome:

Chairperson: President Phillip Lancaster

Meeting commenced: 1831 hrs.

Attendees: Phillip Lancaster, Steve McNab, Philip Thursfield, Chris Joyce, Michael Peck, Wayne Jenkins. Murray Marsh

2: Apologies: Warren Roberts.

3: Previous Minutes and any Business Arising:

Lead by Secretary Wayne Jenkins

- 3.1: Quotations to stain the outside of the MCTC Clubroom – President Phillip advised that a tradesman will provide a quote within days.
- 3.2: Position Description of the “Grounds Person” – Phil Thursfield and Murray Marsh will have the draft by the July 08, 2026 meeting.
- 3.3: Replacing the existing two door filing cabinet.....The present cleaning and sorting outdated paperwork may negate this potential.

Moved by: Wayne Jenkins / Phillip Lancaster – Carried.

4: Presidents Report:

4.1: Review and amend the Beginners Portal of the MCTC Website, to illustrate the “cost” of the event at the beginning of the enquiry, rather than during the payment section.- Secretary to modify the Website.

4.2: Whilst the MCTC maintains a highly compliant Liquor Control Victoria Alcohol Licence, additional and ongoing efforts need to be maintained.

- Awaiting on final “No Alcohol” signs.
- During Shoot Days, any members and guests that consume alcohol outside the “Redline Zone” are to be appropriately educated that this action is not compliant with our Liquor Licence, this mainly is focused on the grassed parking area adjacent to our Eastside Containers.

4.3: Pest Exterminator could not find actual “Termites” in the vicinity of the Eastside Containers. A quotation of: \$1100 was issued to bury baits in the area. President Phillip is to establish what action the MCTC needs to pursue.

A work task is to be arranged to clear scrub and grasses away from the containers prior to any baiting being planned.

- 4.4: Introduction of some potential methods to encourage other external club members to visit the MCTC.
- Potential discounts were discussed.
 - To be held over for discussions at the July 2026 meeting.
- 4.5: SEW restriction on Trap 1 (The Hill) was discussed, our Ballistics Engineer to reissue a revised format of the Steel Shot Fall Footprint, so the MCTC can present this document to the ACTA, to become the new standard for Steel Shot. This will then be passed to SEW with the understanding that this new footprint falls within SEW jurisdiction so SEW can review and withdraw the existing restriction.
- 4.6: Numerous trees around the MCTC Licenced area have been identified as being “Hollow” with a number already “Dead”. An Arborist to be contacted to advise on the best solution, prior to proceeding with discussions with SEW. The previous request with SEW to remove the dead tree to the south of the Clubhouse remains open.
- 4.7: Various “Honor Boards” have been updated by Past President and Life Member Bryce McCall. No invoice is expected, however at the next shoot that Bryce attends, an honorary “Nomination” to be offered.
- 4.8: Insurances policies and rates are to be reviewed considering the reduction of members and some specific equipment, also with the knowledge of some new machinery in the MCTC inventory. The Treasurer and Secretary to advise at the July 2026 meeting.
- 4.09: The location of MCTC property:
- Gazebo
 - 2: Large Yellow Esky
- An offer by Member Daniel Cleary to assist with the location of these items was accepted

Proposed: Phillip Lancaster / Stephen McNab. – Carried.

5: Secretary’s Report:

- 5.1: Further incoming demand letter received by Member Krista Zielezna, on behalf of her daughter being a Junior Member (circulated to the full MCTC Committee by the Secretary), the MCTC Secretary to respond to this member with a further invitation to attend the MCTC, to allow this member to present her concerns in person for possible rectification, to be dispatched by the Secretary. Four previous invitations to attend the MCTC to resolve her concerns have not been accepted. This outgoing correspondence by the MCTC Secretary will be the last correspondence on this matter that the MCTC Secretary is authorised to dispatch. Any further incoming correspondence from this member, on these matters, will not be acknowledged or responded to.
- 5.2: SEW has been advised to discontinue the Recycled Water system. This matter is also supported by SEW, due to liability issues surrounding non-potable water.

- 5.2: MPSC Planning Permit: No further update from a couple of weeks ago....."Neighbours consulting" period ends on June 15th, after that, the MCTC Planning Consultant advises the MPSC will have everything they need to issue our revised planning permit.
- 5.3: MCTC request for variations to the Draft SEW/MCTC Licence has been despatched to Casey Allan-Johnson (Angie Ladds stand-in),
- 5.4: WorkSafe Explosive Licence now assigned to Vice President Michael Peck.
- 5.5: MCTC Gun Licence held by President Phillip Lancaster, backup responsible person Vice President Michael Peck now being pursued.
- 5.6: Delay Filing Cabinet acquisition for the MCTC Office. Together with the President, the Secretary to clean out outdated material / papers / files of the existing set of draws, then reassess this purchase requirement.
Also to seek replacement keys / lock.
- 5.7: Liquor Control Victoria have accepted, stamped and re-issued the revised MCTC Liquor Management Plan. (Last approved plan was dated 2010).....This matter has been addressed and closed out.
- 5.8: Smart/Membership Card, Zebra Printer is online. New Ribbon delivered. Approximately 20% of existing Blank Smartcards have found to be defective. A procedure is now in place to circumvent the issuance of defective cards.
- 5.9: Numerous Firearm Renewal support letters issued in support of MCTC Members.
- 5.10: Incident / Accident Report Book: Located in the top front of the Office Filing Cabinet.
- 5.11: On demand Licences and Critical Documents located in indexed White Folders in Top Draw of the Office Filing Cabinet.
- 5.12: Revised MCTC / SEW WhatsApp communication system now active:
- MCTC Participants:
- Michael Peck
 - John Williams
 - Murray Marsh
 - Wayne Jenkins.
 - (President Phillips phone is to "Old" for this App)
- 5.13: June 2026 Newsletter (Draft) is now around 75% complete)....to be released by end of June 2026.
- 5: 14: MCTC Firearms Safety Course and Police Test to resume soon.
The "Spare" MCTC Laptop to be enhanced with basic MS Programs.
[Previously removed (or not installed)]. With the view that the Safety Course, can be driven from this laptop, at both the MCTC and other potential locations.
Phillip Lancaster and Wayne Jenkins are Police Approved Instructors.

5.16: New Members Introductory Pack introduced....stored in the White Folders in the top front of the Filing Cabinet in the office and in the Members Portal.

5.17: No reply from the LRD regarding our requested upgrade to our Police Range Approval.

Moved: Wayne Jenkins / Phillip Lancaster.

6: Treasurers Report:

6.1: The MCTC Treasurer was tabled and is circulated with these minutes.

6.2: Discussion occurred, regarding any potential that if the MCTC being a Non for Profit organisation, ceased to continue in business.

This matter is covered in the MCTC adopted Constitution (On the MCTC Website).

6.3: A problem with ZERO was tabled, that this contracted subscription program does not permit certain elements to be reversed. The Treasurer to discuss the various options with the MCTC Auditor and other groups in our sport.

6.4: The Treasure and Secretary to resolve ongoing frustrations of membership applications and payments using the MCTC Website Application system. Front Desk applications and ACTA payments are not affected.

6.5: The Treasurer confirms that the MCTC is solvent and can pay its dues as requested.

Moved: Murray Marsh / Phillip Lancaster

7.0: DTL Captain Report:

Sadly, as there were no previous shoots to report upon, no DTL Report was tabled.

Proposed: Stephen McNab / Phillip Lancaster

8.0: General Business:

8.1: The MCTC Secretary to add words onto the MCTC 2026 Membership Application Forms (Hard Copy and Online) that reflects that Junior Members must be nominated and under the direct supervision of a MCTC member parent when on MCTC Grounds.

8.2: In May 2023, two Shotgun Cams Grants were received by the Mornington Peninsula Shire Council. DTL Captain advised that he utilised one of these "Cams" and returned it to the MCTC. The MCTC Committee has approved some questions to be asked, regarding the circumstances surrounding these "Cams" and their present location.

8.3: To create a revised/new document that oversees the "Introduction of new shooting members" into the sport and specifically at the MCTC. This document to establish the introduction, advancement, and various elements of coaching,

supervision and signoff, to achieve a structured procedure from the first time of shooting on the Hill until the stage of shooting unrestricted.

Philip Thursfield has agreed to produce a Draft for the July 2026 meeting.

8.4: The potential delivery of Clays by Member Daniel Clearly out of normal hours is ratified by the MCTC Committee.....with advice to either: Secretary, Treasurer or Philip Thursfield who have the capacity to disarm the "Club shed" Alarm remotely.

No further General Business.

Next MCTC Committee Meeting is scheduled for: Wednesday, July 08, 2026 @ 1830 hrs.

Meeting closed at: 2118 hrs.