



**CHIPPENHAM & DISTRICT CANINE SOCIETY**

from

**2017**

**Rule Book**

# **RULES FOR THE CHIPPENHAM & DISTRICT CANINE SOCIETY**

## **1. NAME & OBJECTS**

The Society shall be called the Chippenham & District Canine Society, its objects shall be to conduct obedience training classes, organise shows / matches and to promote public interest in dogs generally.

## **2. OFFICERS AND MEMBERS**

The Society shall consist of a Patron, President, Vice Presidents, Chairman, Honorary Secretary, a Show Secretary and Honorary Treasurer and a Committee of twelve and an unlimited number of members.

## **3. COMMITTEE**

The Management of the society shall be in the hands of the Committee consisting of 12 members, of whom 4 shall retire annually but shall be eligible for re-election.

No person whilst an undischarged bankrupt may serve on the Committee or hold any other office or appointment within a Kennel Club Registered Society.

A Committee member of this club may not be a Committee member of another all breed club. Except for a person on the Committee of an All Breed Championship Show Society.

Any member of the committee who is absent for three or more consecutive meetings without a satisfactory explanation will automatically cease to be a member of the committee.

In the event of any vacancies on the Committee, the Committee shall have the power to co-opt members to fill such vacancies until the next Annual General Meeting.

Fully paid up members of the Society may be nominated for vacancies on the committee, but nominations for Officers must be on members of at least one years standing.

The President, Chairman. Honorary Secretary and Honorary Treasurer shall be ex-officio members of the Committee.

The Committee shall have the powers to appoint such sub-committees as they deem necessary and to delegate such powers to the Committee or Sub-committee so formed, as the Committee shall decide. The Chairman and Hon Secretary shall be ex-officio members of all sub-committees.

Meetings of the Committee shall be held as often as is deemed necessary but at least every three months. A quorum of the Committee shall be six.

All members in dispute may be referred to the Committee for arbitration, provided that the Kennel Club shall be the final court of appeal.

The Committee shall have the power to deal with any question not provided for by the rules, and in the event of any temporary vacancy in the offices of Chairman, Vice Chairman, Treasurer or Secretary, the Committee shall have the power to fill any such vacancy

It shall be the duty of the Committee to appoint judges, produce schedules and conduct all shows, matches and training.

#### **4. ELECTION OF OFFICERS**

The Patron, President and Vice Presidents shall be elected, or re-elected, annually, but the Chairman, Hon. Secretary Show Secretary and Hon Treasurer, shall serve three years in office, retiring in rotation but eligible for re-election at the Annual General Meeting. The Vice Chairman shall be elected from the Committee by the Committee.

#### **5. ELECTION OF MEMBERS**

Membership shall be open to all who, having paid their subscription shall become full members from the date of such payment. The society must make a list of members and their addresses available for inspection if so requested by the members of the Society or the Kennel Club.

#### **6. SUBSCRIPTION**

The annual subscription shall be £2.00 per member, or £3.00 jointly in the case of husband and wife, or partnership of two. Where dogs are owned in joint names, the membership must also be joint. This sum is due on the 1<sup>st</sup> January in each year and payable before 1<sup>st</sup> March. No member whose subscription is overdue shall be entitled to the privileges of membership. If any member fails to pay their dues before 1<sup>st</sup> March, the Committee shall have the power to erase their name from the list of members, but if the Committee shall subsequently receive a satisfactory explanation, the member may, at the discretion of the Committee and upon payment of arrears, be

re-admitted to membership. Joint membership shall have one vote for each member of the partnership. Junior membership 6 year of age until 16 years of age, the annual subscription shall be 50p, but that member shall have no voting rights.

## **7. CLUB PROPERTY**

The property of the Society shall be vested in the committee, and in the event of the society ceasing to exist; any assets, cups or trophies shall be disposed of in a manner decided at the AGM or **Special General Meeting**. The disposal to be subject to the approval of the Kennel Club and donors of the cups and trophies.

## **8. EXPULSION OF MEMBERS**

Any member who shall be suspended by the Kennel Club Rule A42j(4) and/or any member whose dog(s) is/are disqualified under Kennel Club Rule A42J(8) shall ipso facto cease to be a Member of the Society. If the conduct of any member shall, in the opinion of the Committee of the Society be injurious or likely to be injurious to the character or interests of the society the Committee of the Society may, at a meeting the notice convening which includes as an object the consideration of the conduct of a Member, determine that a Special General Meeting of the society shall be called for the purpose of passing a resolution to expel him/her. Notice of this Special General Meeting shall be sent to the accused Member, giving particulars of the complaint and advising the place, date and hour of the Meeting that he/she can offer an explanation. If at the Meeting a resolution to expel is passed by two-thirds majority of the Members present and voting, his/her name shall forthwith be erased from the list of Members, and he/she shall thereupon cease for all purposes to be a Member of the Society except that he/she may, within two calendar months from that date of such Meeting, appeal to the Kennel Club upon and subject to such conditions as the Kennel club may impose.

## **9. ANNUAL GENERAL MEETING**

The Annual General Meeting will be held not later than the 21<sup>st</sup> March of each year for the following purposes: To receive the report of the Committee and the balance sheet, to elect officers and to discuss any resolutions duly placed on the agenda, and of which prior notice has been given to the Hon Secretary. No business shall be transacted to the Annual General Meeting unless notice thereof appears on the agenda, with the exception of routine matters or those which in the opinion of the Chairman of the meeting, are urgent. Notice of the Annual General Meeting to be published in Our Dogs and Dog World at least 28 Days before the Annual General Meeting. Items for inclusion on the Agenda must be in the hands of the Hon Secretary at least 14 Days before the Annual General Meeting. The agenda will be circulated at the meeting.

- 9a.** Any debate relating to the payment and amount of Honorariums at the AGM should take into consideration that following discussions with HMRC in March 2014, which determine that a change of circumstances of existing persons in receipt of any Honorarium payments will need to be notified to HMRC.

Honorariums under current legislation are regarded as a salary, and the Society will need to re-register for PAYE if for example, a change has occurred to either a person in receipt of such payment, and / or payments are made to a person who is required to pay Income Tax.

## **10. SPECIAL GENERAL MEETING**

A Special General Meeting shall be summoned by the Hon Secretary if 20 members send a signed requisition stating the subject to be discussed and requesting a Special General Meeting to do so. The Committee of the Society is also empowered to call a Special General Meeting. No business other than that detailed on the Agenda can be discussed at a Special General Meeting.

## **11. NOMINATIONS FOR OFFICE**

Nomination for office in any capacity must be made in writing to the Hon. Secretary, giving the name of the nominee, together with the signatures of the proposer and seconder, and consent of the nominee to act if elected, at least **14 days** before the Annual General Meeting.

## **12. SOCIETY ACCOUNTS**

A Banking Account shall be opened in the name of the Society into which all revenue of the society shall be paid, and from which withdrawals can be made. Cheques drawn on the account for payment shall be signed by two of the following: Chairman, Treasurer or Secretary.

The accounts shall be kept by the Treasurer and will be certified annually and presented to the members at the AGM. Certification of accounts must be carried out by one qualified accountant or two unqualified individuals with accounting experience. They should not be officers of the Society or Members of the committee.

## **13. COURT OF APPEAL**

The Kennel Club shall be the final court of appeal in all matters of dispute.

## **14. FEDERATION**

The Club shall not become a member of any Federation of Canine Societies.

## **15. ALTERATION OF RULES**

The rules of the Society may not be altered except at an Annual General Meeting or Special General Meeting, such alterations shall not be brought into force until the Kennel Club has been advised and given its approval to the alterations.

## **16. REGISTRATION OF MEMBERS**

An alphabetical register of members shall be kept by the Hon. Secretary.

## **17. VOTING**

Every question submitted to a meeting shall, unless unanimously decided, be decided in the first instance by a show of hands, and the Chairman shall, in the case of an equality of votes both in the show of hands and upon a poll, have a second casting vote.

## **18. ANNUAL RETURNS TO THE KENNEL CLUB**

The Officers acknowledge that during the month of January each year, maintenance of the title fee will be forwarded to the Kennel Club by the Secretary for the continuance of registration and that by 31<sup>st</sup> January each year other returns, as stipulated in the Kennel Club regulations for the Registration and Maintenance of Title of Societies and Breed Councils and the Affiliation of Agricultural Societies and Municipal Authorities, will be forwarded to the Kennel Club. The Officers also acknowledge their duty to inform the Kennel Club of any changes of Secretary of the Society which may occur during the course of the year.