

## AMERSHAM DOG TRAINING CLUB RULES

1. The club shall be known as Amersham Dog Training Club.
2. The object of the club shall be to promote the training of any dog which may be deemed acceptable by the Committee.
3. The affairs of the club shall be under the management and control of a Committee consisting of the Chairman, Secretary, Treasurer, two trainers and not less than three elected members, with the powers to co-opt others. The Committee shall also have the power to appoint a President and Vice-Presidents. The Kennel Club requires that no person whilst an undischarged bankrupt may serve on the Committee or hold any other office or appointment.
4. The election of the members of the Committee, except for the two Trainers, shall take place at the A.G.M. Nominations for membership of the Committee must be proposed and seconded, but serving Committee members shall be automatically nominated. Members unable to attend may forward nominations, properly seconded, by post in order to reach the Secretary at least three days prior to the date of the A.G.M. The two Trainers on the main club Committee shall be elected by the trainers.
5. The President shall preside at all such gatherings as may be to his convenience, and lie shall be an ex-officio member of the Committee with the right to vote thereat. Vice-Presidents, appointed under rule 3 shall not be ex-officio members of the committee.
6. The Chairman's duty shall be to preside at all General and Committee Meetings and to deputise for the President when necessary.
7. The Secretary's duties shall be to summon all General and Committee Meetings. He shall arrange to keep a record of the proceedings of such meetings, and these shall be presented at the following meeting, and signed by the Chairman. He shall conduct correspondence on behalf of the Club and transact such business as may be required by the committee.
8. The Treasurer shall receive notification of all monies paid into the Club account, keep a record of receipts and payments, and submit a properly audited income and expenditure account and balance sheet to the members at the A.G.M. He shall be responsible for maintaining an account in the name of the Club at the Club's bankers. See rule 24. Certification of accounts must be carried out by one qualified accountant or two individuals with accountancy experience. Those undertaking the certification must be independent from those who prepared the accounts.
9. All applications for membership shall be considered by the Committee which shall have absolute power in the admission of members. In the event of a vote being required a simple majority of those present shall decide.
10. All members must produce acceptable evidence of their dogs having been inoculated.
11. Each member shall be required to read and abide by the Club rules on registration (a copy is available at the Club and on the website).

12. The Committee shall have the power to confer Honorary Membership on any person who has rendered distinguished service to the Club or the interests represented by it. Honorary Members shall be relieved of the payment of annual subscriptions but shall possess the same rights and privileges as full subscribing members. Executive Members: (Those who donate their time freely but do not have a dog in training and all Trainers) are also relieved of an annual sub payment but shall possess the same rights and privileges as full subscribing members.

13. Any member who shall be disqualified under the Kennel Club Rule A11. j. (5) and /or Kennel Club Rule A11. j. (9) shall ipso facto cease to be a member of the Club \*\*

\*\* The Kennel Club Rule A11. j. (5) and (9) are: 'Disciplinary Powers of the General Committee: ... The General Committee shall have power to impose any one or more of the following penalties on the offender:- (5) to disqualify him from being or becoming a member of any canine club or society registered with or affiliated to the Kennel Club.....(9) to disqualify him from effecting registrations of any or all dogs and/or progeny of such dogs which are owned and/or registered by him (whether or not jointly owned and/or registered and/or whether or not owned and/or registered in the name of a nominee)

14. If the conduct of any member shall, in the opinion of the Committee be injurious or likely to be injurious to the character or interest of the Club, the Committee may at a meeting, the notice convening which includes as an object the consideration of the conduct of the member, determine that a Special General Meeting of the Club shall be called for the purpose of passing a resolution to expel him/her. Notice of the 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 may attend and offer an explanation. If at the Meeting, a resolution to expel is passed by a 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 Club except that he/she may, within two calendar months from the date of such Meeting, appeal to the Kennel Club upon and subject to such condition as the Kennel Club may impose.

15. A member may resign his membership at any time but shall not be entitled to the return of any subscription paid. He shall nevertheless be liable for the payment of any subscription due to the Club.

16 A member who has resigned or been expelled under rules 13,14 or 15 shall forfeit all rights and privileges of the Club and shall forthwith return to the Secretary any Cups or Trophies which are the property or responsibility of the Club.

17. The financial year of the Club shall be from each April 1<sup>st</sup> to March 31<sup>st</sup> of the following year.

18. The subscriptions to the Club shall be payable on 1<sup>st</sup> April each year. It shall be such amount as agreed by the members at the A.G.M. and notified to the Kennel Club. The fee for admission to each training session shall be decided by the Committee. Members not having paid their subscriptions by 1<sup>st</sup> May will not be entitled to any of the privileges of membership and if the member shall fail to pay the outstanding subscription by 1<sup>st</sup> September then his name shall automatically be erased from the register of members.

- 19 The full annual subscription shall be payable on joining and in the case of members joining in the last three calendar months of the financial year the subscription shall run till 1<sup>st</sup> April of the following year (15 months).
20. An Annual General Meeting (A.G.M.) shall be held in May of each year. This meeting shall receive reports of the Committee and Accounts; to elect Officers and to discuss any resolution duly placed on the agenda of which prior notice has been given to the Secretary. No business shall be transacted at the A.G.M. unless notice thereof appears on the agenda, except for routine matters or those which in the opinion of the Chairman of the Meeting are urgent. At least four weeks' notice will be given of the A.G.M. by a notice placed on the Club notice board. Items for inclusion on the agenda must be notified to the Secretary two weeks before the date of the A.G.M. The agenda will be circulated at the meeting. A Special General Meeting shall be summoned by the Secretary at the request of the Committee or on signed requisition of at least twelve members of the Club, specifying the business to be transacted. Not less than fourteen days' notice must be given of all S.G.Ms. No business other than that on the agenda can be discussed at a S.G.M. Members will be notified of a S.G.M. by a notice placed on the Club notice board. The notice will detail the business of the S.G.M. A copy of the annual statement of accounts to be made available on request to members 14 days prior to the AGM.
21. The Committee shall meet at convenient times as and when necessary, but not less than four times in any one year. At least seven days notice must be given by the Secretary to all Committee members.
22. Committee members absent from three consecutive meetings without good reason shall, at the discretion of the Committee, be asked to resign from the Committee. Vacancies on the Committee, caused by the resignation of a member, shall be filled by a member nominated by the Committee. In a case of dissension, a two thirds majority shall apply.
- 23 The quorum for General Meetings shall be twelve members personally present and for Committee meetings four members personally present. When training matters are discussed, the quorum must include one Trainer.
- 24 The Club's bankers shall be Barclays Bank. All cheques must be signed by not less than two authorised Committee members.
25. The property of the Club shall be vested in the Committee. Trophies owned by the Club shall be fully insured.
26. The Chief Trainer at any class shall be in sole charge and shall be empowered to exclude any dog or handler at his discretion. No handler under the age of fourteen shall be permitted to take part in the class without the permission of the Chief Trainer of that class. A Trainer shall be empowered to exclude any dog which he believes to be infested or to have been in contact with infested dogs, and the Committee may require the owner of such a dog to produce a veterinary certificate before allowing that dog to attend classes again.
27. Responsibility for the arrangement of displays and shows, or competitions either amongst members of the Club or against other clubs, shall rest solely with the Committee.

28. An up to date list of Members and their addresses must be maintained and if so requested, made available for inspection by the Kennel Club and members of the Club.
29. The Officers acknowledge that during the month of January each year, Maintenance of Title fee will be forwarded to the Kennel Club by the Secretary for continuance of registration and that by 31<sup>st</sup> July each year other returns as stipulated in Kennel Club Regulations for the Registration and Maintenance of Title of Societies and Breed Councils and the Affiliation of Agricultural Societies and Municipal Authorities forwarded to the Kennel Club. The Officers also acknowledge their duty to inform the Kennel Club of any changes of Secretary which may occur during the course of the year.
30. The dissolution of the Club shall be effected in the following manner - On the unanimous recommendation of the Committee or on the requisition of not less than one third of the members of the Club, a Special General Meeting shall be called by the Secretary, giving twenty-one days' notice of the date and purpose of the meeting, and such dissolution shall take place only when decided upon by resolution carried by a majority of not less than two thirds of the members present at the meeting. Upon dissolution of the Club, all cups etc. shall be returned to the donors (if possible). After all financial commitments have been met any remaining assets shall be divided equally amongst all fully subscribing members, Honorary and Executive members.
- 31 Any addition, deletion or alteration to these rules may only be made by the vote of a two third majority of members present at an AGM or SGM. Notice of intention to move any alteration must be given in writing to the Secretary twenty-eight days before the date of such meeting. The Secretary shall inform all members of such proposed alteration at least fourteen days before the meeting by a notice posted on the Club notice board.
32. Provided visitors (non-members) comply with all Club Rules, in particular Rule 10, they may train their dog with the permission of the trainer taking the class and on payment of the visitors and training fees as laid down by the Committee. No person shall visit the Club to train a dog more than five times without becoming a member of the Club.
33. Under normal circumstances any Officer of the Committee who does not wish to seek re-election shall notify the: Committee by the 1<sup>st</sup> March preceding the A.G.M.
- 34 The Kennel Club is the final authority for interpreting the rules of the Club in all cases relative to canine or Club matters.
- 35 The Club shall not join any Federation of Societies or Clubs.

July 2017