

**14. SPECIAL GENERAL MEETING.** A Special General Meeting shall be summoned by the Honorary Secretary if ten members send a signed requisition stating the subject to be discussed and requesting a Special General Meeting to do so; no business other than that detailed on the Agenda can be discussed at a Special General Meeting. The Committee of the Society is empowered to call a Special General Meeting at its discretion. All members to be notified in writing giving 14 days notice.

**15. ANNUAL RETURNS TO THE KENNEL CLUB.** 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 31st July each year, other returns, as stipulated by Kennel Club Regulations for the Registration and Maintenance of Title of Societies and Breed Councils and the Affiliation of Agricultural Societies and Municipal Authorities 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.

**16. AMENDMENTS TO RULES.** The Rules of the Club may not be altered except at a General Meeting, the Agenda for which contains specific proposals to amend the Rule. Any proposed alterations of the Rules may not be brought into effect until the Kennel Club has been advised and approved the alteration.

**17. DISCREDITABLE CONDUCT.** If the club expels any member for discreditable conduct in connection with dogs, Training, Trials or Working Tests, the matter will be reported to the Kennel Club within seven days and all particulars made available if required.

**18. FINAL AUTHORITY.** The Club acknowledges the Kennel Club as the final authority for interpreting its Rules and Constitution and in all cases relevant to canine affairs and will make documents available to the Kennel Club when requested.

**19. CLOSURE OF THE CLUB.** In the event of the Club being wound up or ceasing to be registered under Kennel Club Regulations, a final statement of audited accounts together with a record of disposal of the property of the Club will be forwarded to the Kennel Club within six months. The Officers and Committee of the Club accept that they will be held responsible to the Kennel Club for the proper winding up of the club. The Officers and Committee undertake to dispose of the assets of the Club by their equal division among all those persons who are fully paid up members at the date of the winding up.

**20. OTHER ASSOCIATIONS UNDERTAKING.** The Club undertakes not to join any Federation of Societies or Clubs



## **RULES AND CONSTITUTION OF THE NORTH DEVON WORKING GUNDOG CLUB**

*Last updated April 2007*

## **RULES AND CONSTITUTION OF THE NORTH DEVON WORKING GUNDOG CLUB**

**I. NAME AND OBJECTS.** The Club shall be called the North Devon Working Gundog Club and its objects shall be to promote the training and working of gundogs and to run working tests and field trials.

**2. OFFICERS AND COMMITTEE.** The Club shall consist of President, Chairman, Vice-Chairman, Honorary Secretary, Field Trial Secretary, Honorary Treasurer and a Committee of a minimum of six members all of whom shall have full voting rights. The President and Vice Presidents shall serve a five year term of Office.

**3. COMMITTEE.** The management of the Club shall be vested in the hands of the Officers of the Club and a Committee consisting of at least six members of whom two shall retire annually and be eligible for re-election. Meetings of the Committee shall be held as often as deemed necessary but at least every three months. A quorum for Committee meetings shall be 75%. The Committee shall have the power to co-opt members onto the Committee in the event of positions becoming vacant between General Meetings. Those co-opted shall only hold office until the next General Meeting of the Club at which election of Officers and Committee takes place. The Committee shall have the power to make bye-laws and decide upon matters in dispute not provided for in the Constitution. No individual who has been a member for less than two years may be elected onto the Committee.

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

**5. ELECTION OF MEMBERS.** Candidates for membership shall be proposed by one existing fully paid up member, seconded by another and balloted for, or elected, by the Management Committee. Two negatives shall exclude. Honorary Life Members may be appointed at the discretion of the Committee.

**6. VOTING RIGHTS.** Each member shall be entitled to one vote upon acceptance of membership. Voting shall be as decided by a majority at the meeting.

**7. MEMBERS.** The Club must make a list of members and their addresses available for inspection if so requested by members or by the Kennel Club.

**8. CLUB PROPERTY.** The property of the Club shall be vested in the Committee. In the event of the Club ceasing to exist, a General Meeting shall be called to decide the disposal of the Club's assets and the outcome of the meeting notified to the Kennel Club.

**9. CLUB ACCOUNTS/AUDITORS.** A Banking account shall be held in the name of the Club with the Girobank into which all revenue of the Club shall be paid and

from which withdrawal shall only be made on the signatures of the Treasurer and either the Chairman or the Secretary. The Treasurer shall maintain the accounts and an Auditor shall be appointed at each Annual General Meeting for the purpose of auditing the Society's Accounts for the ensuing year. The Honorary Treasurer shall be authorised to make sundry small payments from a Petty Cash Account which may be kept for this purpose.

**10. ANNUAL SUBSCRIPTION.** The annual subscription shall be such amount as agreed by members of the General Meeting and notified to the Kennel Club. No member whose subscription is unpaid is entitled to any of the privileges of membership and if the member shall fail to pay outstanding subscriptions by 30th June his/her name shall be automatically erased from the register. Acceptance back on the register will be dependent on a new application and payment of arrears.

**11. EXPULSION OF MEMBERS.** Any member who shall be suspended under 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 Club for the duration of the suspension and/or disqualification. If the conduct of any member shall in the opinion of the Committee of the Club be injurious or likely to be injurious to the character or interests of the Club, the Committee of the Society 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 him/her of the place, date and hour of 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 conditions as the Kennel Club may impose.

**12. FINANCIAL YEAR.** The financial year of the club shall be from February 1st to January 31st. The AGM shall be held as soon as possible after the end of the financial year at such a time and place as the Committee appoint.

**13. GENERAL MEETINGS.** To receive the report of the Committee and Balance Sheet, to elect Officers and Committee and to discuss any resolution duly placed on the Agenda of which prior notice has been given to the Honorary Secretary. No business shall be transacted at an 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 convening such meeting must be forwarded in writing to every member not less than 21 days prior to the holding of the Meeting. Resolutions to be placed on the Agenda of such meeting must be forwarded to the Honorary Secretary in writing not less than one week prior to the Meeting. Agenda and Balance Sheet to be circulated to every member at the Meeting.