

# WORCESTERSHIRE GUN DOG SOCIETY CONSTITUTION

## 1. NAME & OBJECTS

### NAME

The Society shall be called 'The Worcestershire Gun Dog Society', hereafter called the 'Society' or 'WGDS'

### OBJECTIVES

To promote, encourage and protect the practice of owning, training and working gun dogs.

To provide regular training sessions where members may receive instruction in the welfare and training of working gun dogs.

To report on recent events and circulate the current programme in the form of a Society Journal or Newsletter.

To organise or promote such lectures, demonstrations, film shows, exhibitions, visits and competitions as may be deemed necessary for members to enhance their knowledge, skills and enjoyment of gun dogs.

To co-operate with and/or subscribe to other clubs and societies whose aims and objectives are deemed to be sympathetic with or complementary to those of the WGDS.

To encourage the exchange of news and views within the membership.

## 2. OFFICERS & COMMITTEE

The Society shall consist of a Chairman, Vice Chairman, Hon. Secretary, Hon Treasurer, Hon Membership Secretary with a Committee of **6 (six)** and an unlimited number of Members.

## 3. COMMITTEE

The management of the Society shall be vested in the Committee, which shall consist of a Chairman, Vice Chairman, Hon Secretary, Hon Treasurer, Hon Membership Secretary and **6 (six)** Members, of whom all shall retire annually.

Officers and Committee shall be elected annually at the AGM.

Members of the Committee shall be eligible for re-election every year.

All elected Committee members shall have full voting rights

Meetings of the Committee shall be held as often as deemed necessary but at least 6 times per annum.

A quorum for Committee meetings shall be not less than 2 officers and 2 other Committee members.

The Committee shall have the power to co-opt members on to the Committee in the event of positions becoming vacant between Annual General Meetings. The Committee will also have the power to co-opt up to **4 (four)** members and to appoint sub-committees for specific purposes, notifying members of their action in the next newsletter.

Those co-opted shall only hold office until the next Annual General Meeting of the Society at which an election of Officers and Committee takes place. Co-opted committee members shall have voting rights at committee meetings.

#### **4. ELECTION OF MEMBERS**

Candidates for Membership shall be by approval of the Committee and on payment of subscription.

Reasons for refusal of Membership will not be given.

#### **5. MEMBERSHIP**

All members will pay an annual subscription agreed at the AGM and due by the end of the calendar month following the AGM. A member's rights and privileges with the Society will be deemed to have lapsed if subscriptions are not paid by the due dates. The names of any member whose subscription dues are more than 3 calendar months in arrears will be removed from the Society Register

All members will maintain a current vaccination certificate for each of their dogs. Failure to provide proof of current vaccination status on request will be deemed as prejudicial behaviour and will be dealt with under POINT 10. - EXPULSION OF MEMBERS

All members with ideas regarding venues, future events or the running of the Society are welcomed and encouraged to discuss the matter with any Committee member as and when they arise.

Any member with a grievance shall submit the matter in writing to the Society Secretary. The complaint will be reviewed at the next committee meeting and a written reply forwarded to the originator

The Society must send a list of members and their addresses and those of branch Members where appropriate, to the Kennel Club with their Annual Returns and, if so requested, make an up to date list of members available for inspection by the Members of the Society or by the Kennel Club.

#### **6. VOTING RIGHTS**

Each member shall be entitled to one vote immediately upon acceptance of membership.

Postal votes/proxy votes are not allowed.

Voting shall be by show of hands by majority at the Annual General Meeting or any Extraordinary/Special Meetings held.

Joint Memberships are accepted and each member of the partnership is entitled to one vote.

Junior Memberships are accepted for applicants under 18 years of age but shall have no voting rights

## **7. CLUB PROPERTY**

The property of the Society shall be vested in the Committee.

In the event of the Society ceasing to exist the property will be disposed of as indicated under POINT 15 – DISSOLUTION.

## **8. CLUB ACCOUNTS**

A Banking Account shall be held in the name of the Society at LLOYDS TSB PLC Bank into which all revenue of the Society shall be paid and from which withdrawal shall only be made on the signatures of the Hon Treasurer plus 1 of 2 authorised committee members

The financial year shall be from 28<sup>th</sup> February to 27<sup>th</sup> February.

The accounts will be certified annually and presented to the members for approval at the Annual General Meeting.

## **9. SUBSCRIPTIONS**

The Annual Subscription shall be as agreed at the Annual General Meeting and will be due by the end of the calendar month following the AGM

A member's rights and privileges with the Society will be deemed to have lapsed if subscriptions are not paid by due dates. The names of any member whose subscription dues are more than 3 calendar months in arrears will be removed from the Society's Register. Acceptance back on the register will be dependant upon a new application and payment of back arrears.

## **10. EXPULSION OF MEMBERS**

Any Member who shall be suspended under Kennel Club Rule A42j(5) and/or any member whose dog(s) is/are disqualified under Kennel Club Rule A42j(9) 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 the 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 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 Society 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.

If the Society expels any member for discreditable conduct in connection with dogs, Dog Shows, Trials or Competitions, the Society must report the matter in writing to The Kennel Club within seven days and supply any particulars required.

## **11. FINANCIAL YEAR/ANNUAL GENERAL MEETING**

The financial year of the Society shall be from 28<sup>th</sup> February to 27<sup>th</sup> February.  
The Annual General Meeting shall be held in March each year.

## **12. GENERAL MEETINGS – ANNUAL & SPECIAL**

All fully paid-up members of the WGDS, over 18 years old, are eligible to attend and vote at a General Meeting.

A quorum at a General Meeting shall consist of 2 Officers and 10% of the fully paid-up members.

### **12a. ANNUAL GENERAL MEETING**

To elect Officers and Committee members and to receive and consider reports and Balance Sheet from the Chairman, Treasurer and Secretary on the past year's work.

To discuss any notice of motions and nominations (duly proposed, seconded and agreed by the nominee) for Officers and Committee members duly placed on the Agenda of which prior notice has been given to the Secretary – **these must be delivered to the Secretary 14 days prior to the meeting.**

At least 28 days notice will be given to members of an impending AGM. Members will be advised in writing either by inclusion in the preceding Newsletter or by letter.

Agenda will be circulated at the meeting

### **12b SPECIAL GENERAL MEETING** May be called in the following circumstances:-

i) By direction of the Committee.

ii) Shall be summoned by the Secretary if at least 15% of fully paid-up members send a signed petition 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 meeting to be held within 28 days of the petition being lodged with the Secretary.

Fourteen (14) days notice of the meeting, in writing, must be given to the membership

### **13. AMENDMENTS TO RULES**

The Rules of the Society may not be altered except at an Annual General Meeting, the notice for which contains specific proposals to amend the Rules.

Any proposed alteration to the Rules may not be brought into effect until the Kennel Club has been advised and approved the alteration. New rules or amendments introduced specifically to meet Kennel Club requirements shall be adopted immediately.

### **14. 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 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 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.

### **15. DISSOLUTION**

The Worcestershire Gun Dog Society may be dissolved at a Special General Meeting called for that specific purpose providing the number in favour of the proposal exceeds two thirds (2/3) of the total of paid-up Members of the WGDS.

In the event of the dissolution of the WGDS then all property of the Society will be sold and the proceeds of such a sale together with any surplus will be donated to a Charity agreed at the Special General Meeting.

The outcome of the meeting will be notified to the Kennel Club.

### **16. SAFETY AND INSURANCE**

It is a condition of membership that the Society will not be held responsible for any accident and/or injury incurred by members or their guests.

The WGDS will hold third party liability insurance covering the activities of its Members, which will be funded from the Annual Subscription dues.

### **17. KENNEL CLUB FINAL AUTHORITY**

The Kennel Club is the final authority for interpreting the Rules and Regulations of the Society in all cases relative to canine or Society matters.

18. The Society shall not join any Federation of Societies or Clubs.
19. No person whilst an un-discharged bankrupt may serve on the Committee or hold any other office or appointment within a Kennel Club Registered Society.

## **DUTIES OF THE WORCESTERSHIRE GUN DOG SOCIETY'S OFFICERS AND COMMITTEE**

### **THE CHAIRMAN shall;-**

Conduct the business of the Society at all meetings impartially.

In the event that opinion is equally divided on any matter, the Chairman shall make the casting vote.

### **THE SECRETARY shall;-**

Convene the meetings and keep the minutes of AGMs, SGM's and Committee meetings.

Keep copies of all Sub Committee meetings.

Attend to all correspondence, keep all necessary records including attendances at meetings and arrange elections.

Any monies received are paid to the Treasurer

### **THE TREASURER shall;-**

Keep accurate accounts showing all receipts and expenditure.

Draw up an Annual Balance Sheet and Income and Expenditure Account.

At each Committee Meeting submit a written statement of the WGDS finances.

Bank all monies received without undue delay.

Ensure that each individual sum collected in or paid out is reconcilable with the Bank Statement.

Arrange an Annual Audit of the Accounts by independent Auditors approved by members at the previous AGM.

### **MEMBERSHIP SECRETARY shall;-**

Ensure that all membership fees and other monies received are paid to the Treasurer.

Prepare and maintain for the Committee of the WGDS an up to date list of the Officers and the fully paid-up members of the Society.

### **THE COMMITTEE shall;-**

Manage the Society in accordance with the above Rules.