

THE BARBET CLUB OF GREAT BRITAIN (Provisional)

CONSTITUTION AND RULES



Barbet Club GB

THE BARBET CLUB OF GREAT BRITAIN (Provisional) ; CONSTITUTION AND RULES

1 NAME

2 The Club shall be called THE BARBET CLUB OF GREAT BRITAIN (Provisional) Hereinafter referred to as 'the Club'.

3 AIMS AND OBJECTIVES

4 To promote the ownership, working, exhibition and breeding of the Barbet.

5 To maintain the breed as closely as possible to the breed standard.

6 To provide education and advice to newcomers to the breed.

7 To safeguard the welfare of the breed.

8 To unite those interested in the breed into a friendly, supportive group.

9 THE OFFICERS AND COMMITTEE

10 The club shall consist of a Honorary Secretary, Honorary Treasurer and Honorary Chairperson, Committee of up to ten and an unlimited number of Members.

11 The Honorary Chairperson, Honorary Secretary and Honorary Treasurer are referred to as Officers of the Club .

12 A Vice Honorary Chairperson may be elected by the committee from amongst the officers and committee after the AGM who shall oversee the Honorary Chairperson's role in the event of absence.

13 The management of the club shall be in the hands of the Officers and Committee of the Club. The Chairperson of the meeting shall have a casting vote.

14 Meetings of the Committee shall be held as often as deemed necessary but at least every six months.

15 The Officers and Committee shall have full voting rights and in the event of a split decision the Chairperson shall have the casting vote in addition to his or her member's vote.

16 A quorum for Committee Meetings shall be five. Except in emergencies, Committee Meetings shall be convened by the Honorary Secretary giving notice via email, post or telephone not less than fourteen days prior to the meeting.

17 The club recognises specific areas of responsibility, currently, Membership, Health and Breeding, KC Recognition, Re-Homing, Events and shows, Media and publicity. These responsibilities and any others the Committee see necessary will be agreed amongst the committee and officers and then communicated to the membership. One person can do more than one role.

18 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. Those Co-opted shall only hold office until the next General Meeting of the Club at which an election of Officers and Committee takes place.

19 No individual who has been a member for less than one year may be elected as an Officer or a member of the Committee.

20 No individual whilst an un-discharged bankrupt may serve on the Committee, or hold any other office or appointment in the club.

21 ELECTION OF OFFICERS & COMMITTEE

22 The Honorary Chairperson shall be elected annually at the AGM by ballot of all fully paid up Members eligible to vote, shall have full voting rights and shall be eligible for re-election.

23 The Honorary Secretary and the Honorary Treasurer shall be elected for a term of two years at the AGM by ballot of all fully paid up Members eligible to vote, shall have full voting rights, shall retire in alternate years and be eligible for re-election.

24 Committee Members shall be elected for a term of two years by ballot of all fully paid up Members eligible to vote and shall have full voting rights. Half the Committee shall retire annually and shall be eligible for re-election.

25 Candidates for the election of Officers and Committee must be proposed and seconded by fully paid up Members of at least one year's standing.

26 Nomination of Officers and Committee Members may be proposed by any Member of the Club, provided that the proposer and seconder are fully paid up members of at least one year's standing. Nominations to be in the hands of the Honorary Secretary at least 4 weeks before the A.G.M. together with the name of the proposer and seconder and the nominee's agreement to stand.

27 ELECTION OF MEMBERS

28 Candidates for membership shall be proposed by one fully paid up Member of at least one year's standing, seconded by another fully paid up Member and then approved by the committee. The committee may refuse applications without stating a reason.

29 Candidates who apply for Membership will have been deemed to have read the Club Rules and Regulations and must agree to comply with them.

An up to date list of Members and their addresses, and those of branch Members where appropriate, must be maintained and, if so requested, made available for inspection by the Kennel Club and Members of the Society. A declaration of the number of Members of the Society must be made with Annual Returns.

30 DUTIES

31 The Chairperson shall take the Chair at all meetings. If the Chairperson is unable to attend then the meeting shall be chaired by the Vice Honorary Chairperson.

32 The Honorary Secretary shall normally, but not necessarily, solely be responsible to summon all meetings, take minutes and be responsible for the general administration of the Club. If the Honorary Secretary is unable to attend a meeting then a person must be nominated to take minutes. The Honorary Secretary shall be responsible for reminding committee members that there is a meeting due by sending out the agenda and for taking minutes of the meeting.

33 The Honorary Treasurer shall receive all monies for the Club and shall prepare an annual financial report for the Annual General Meeting. The Honorary Treasurer shall also provide a simple Profit and Loss sheet at committee meetings.

34 The Membership Secretary shall maintain a complete and up to date list of Members with their addresses. If so requested, the list, omitting addresses, must be made available for inspection by the Kennel Club and Members of the Society. A declaration of the number of Members of the club must be made with the annual accounts and Kennel Club Annual returns.

35 SUB COMMITTEES

36 The committee may appoint sub-committees. The sub-committee Chair must be an officer or member of the main committee.

37 Minutes of all sub-committee meetings must be forwarded to the Honorary Secretary and all financial information is to be forwarded to the Honorary Treasurer before the next main committee meeting.

38 Details of all sub-committee meetings are to be discussed at main committees and the main committee may veto decisions made regarding issues raised at Sub Committee meetings.

39 Any main committee member has the right to attend Sub Committee meetings as non-voting observer.

40 VOTING RIGHTS

41 Each Member shall be entitled to one vote immediately after 12 months membership.

42 In the case of Joint Subscription Members, each party shall be entitled to one vote.

43 Family Membership to include two Adult Members and Juniors resident at the same address; maximum of two votes eligible per family membership with no voting rights for the Junior Members. The upper age limit for junior members is 18 years.

44 Voting shall be by a show of hands or secret ballot as decided by the majority at the meeting.

45 CLUB PROPERTY

46 The property of the Club shall be vested in the Committee. In the event of the Club ceasing to exist, a final General Meeting shall be called to decide the disposal of the Club assets and the outcome of the meeting notified to all members. Within six months of this meeting a final statement of audited accounts with a record of the disposal of the property of the Club shall be forwarded to all members by the committee. The committee will be responsible for the proper winding up of the Club.

47 Written acknowledgements from donors of cups and trophies that are given as outright gifts to the Club should be obtained.

48 CLUB ACCOUNTS & FINANCIAL YEAR

49 Bank or Building Society accounts shall be held in the name of the Club into which all revenues of the Club shall be paid and from which withdrawals shall only be made on the signature of two of the following Officers: Honorary Chairperson, Honorary Treasurer, and Honorary Secretary or one of these and a committee member. The accounts will be certified annually and presented to the Members at the Annual General Meeting.

50 A copy of the annual statement of accounts for the last financial year will be sent to all members of the society at least 14 days prior to each AGM.

51 Certification of accounts must be carried out by one qualified accountant or two unqualified individuals with accountancy experience. Those undertaking the certification must be independent from those who prepared the accounts.

52 The Financial year of the Club shall be from 1st January to 31st December.

53 ANNUAL SUBSCRIPTIONS

54 The annual Subscription will be eight pounds for a single membership and fifteen pounds for joint/family membership. This will be payable by 1st January each year.

55 Subscriptions may necessarily be subject to review at any Committee Meeting but must be agreed by members at an Annual General Meeting and notified to the Kennel Club.

56 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 the end of January then his or her name shall be automatically erased from the register. Acceptance back on the register will be dependent upon a new application.

57 NOTE: Once Members have been accepted for membership, and providing they continue to pay their membership subscriptions at the correct time, they cannot be refused renewal of membership. With the exception of default on subscriptions, the only way to remove a Member from the Club's register is by following the procedure defined below.

58 Foreign Membership: Open to adults who reside outside of Great Britain. Membership fees to be set to cover all additional postage costs; Will not be eligible to vote in any AGM, SGM or other ballot.

59 EXPULSION OF MEMBERS

60 Any Member who shall be disqualified under Kennel Club Rule A11.j(5) and/or Kennel Club Rule A11.j(9) shall ipso facto cease to be a Member of the Society.

61 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 Club 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 or her.

62 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.

63 If at the Meeting, a resolution to expel is passed by a two-thirds majority of the Members present and voting, his or her name shall forthwith be erased from the list of Members, and he or 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.

64 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.

65 The Committee reserves the right to recommend to a General Meeting of the club the expulsion from membership of, any person who knowingly acts in breach of the Club's code of conduct to the detriment of the breed, an individual dog, or in such a manner as to bring the Barbet Club of Great Britain (Provisional) into disrepute.

66 ANNUAL GENERAL MEETING

67 The Annual General Meeting shall be held on or before the 31st July to:

68 To receive the report of the Officers and Committee which must include the accounts.

69 To declare the results of the ballots for Officers Committee Members. To declare the results of ballots for Amendments to the Rules and Regulations

70 To appoint an auditor.

71 To discuss items submitted in accordance with Club Rules and Regulations

72 To make any presentations if appropriate

73 28 days notice of such meetings must be given to members in writing/email Items for inclusion on the

74 Agenda must be received by the Honorary Secretary 14 days before the meeting and must be proposed and seconded by fully paid up members.

75 The Agenda will include an item for the adoption of the Club's accounts.

76 The Agenda together with relevant papers will be circulated three weeks before the Meeting.

77 Only fully paid up members will be entitled to attend the Meeting and may vote in accordance with the rules.

78 A quorum shall be ten members.

79 Any proposals and nominations for the election of Officers and Committee must be received by the Honorary Secretary in writing six weeks prior to the AGM.

80 Election nominees shall signify in writing their willingness to accept office within a given period of time.

81 Existing Committee members shall be eligible for re-election and must notify the Honorary Secretary in writing six weeks prior to the AGM. They are not required to be proposed or seconded.

82 No business shall be transacted at the AGM unless notice thereof appears on the Agenda, with the exception of routine matters or those which in the opinion of the Honorary Chairperson of the meeting are urgent.

83 SPECIAL GENERAL MEETING

84 A Special General Meeting (SGM) shall be summoned by the Honorary Secretary of the Club if requested to do so by a signed requisition of not less than 12 members stating the subject to be discussed and requesting a SGM to do so.

85 The Committee of the Club is also empowered to call a Special General Meeting.

86 The Special General Meeting should be held within 4 weeks of receipt of the request. The Honorary Secretary shall immediately inform the entire Committee of the meeting. Not less than 14 days notice of a SGM shall be given in writing (including email) to Members.

87 Only fully paid up Members will be entitled to attend the Meeting.

88 No business other than that specified in the agenda can be discussed at a Special General meeting.

89 The quorum for a Special General Meeting shall be 10 members.

90 AMENDMENT TO THE RULES

91 The rules of the Club may only be altered at an AGM/SGM, the alteration(s) being detailed on the notice of such meetings.

92 Any proposed alteration to the rules may not be brought into effect until the Kennel Club has been advised and approved the alteration.

93 New rules or amendments introduced specifically to meet Kennel Club requirements shall be adopted immediately.

94 FEDERATION OF SOCIETY OR CLUBS

95 The Club shall not join any Federation of Societies or Clubs.

96 ANNUAL RETURNS TO THE KENNEL CLUB

97 The Officers acknowledge that during the month of January each year, the 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 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 98 shall be forwarded to the Kennel Club.

99 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.

100 KENNEL CLUB FINAL AUTHORITY

101 The Kennel Club is the final authority for interpreting the rules of the Society in all cases relative to canine or society matters.

102 BREED SOCIETY JUDGES LISTS

103 A provisional club does not need to compile a judges list.