



## HASLEMERE & DISTRICT DOG TRAINING CLUB (HDDTC) RULES

### NAME

1. The name of the Club shall be "HASLEMERE & DISTRICT DOG TRAINING CLUB".

### AIMS

2. The aim of the club is to train dogs and members through participating in a range of activities:

**The Kennel Club's Good Citizens Scheme** of responsible dog ownership teaches owners to train their dog for everyday life situations. The scheme is non-competitive and emphasis is placed on achievement.

**Agility** is a dog activity where the handlers' ability to train and direct their dog around an obstacle course is tested. Participation can be just for fun or competitive.

**Heelwork To Music** is an activity in which handlers devise routines, set to music, and perform the routines with their dog. Participation can be just for fun or competitive.

### MEMBERSHIP

2. The Club shall consist of an unrestricted number of members whose names and addresses shall be kept in a book by the Hon Secretary. This book shall be open to inspection by arrangement with the Hon Secretary, by members or by the Kennel Club.

3. Applications for membership shall be considered by the Committee which shall have absolute power in respect of the admission of members. The receipt of a subscription does not automatically entitle the candidate to membership. The payment of the membership subscription shall be deemed to be an implied agreement on the part of the member to abide by the rules of the Club.

4. An application must be accompanied by a Certificate of Inoculation.

5. The Club may grant Life Membership to any member after ten years' continuous membership.

### RESIGNATIONS

6. A member may resign membership at any time but shall not be entitled to the return of any subscription paid.

7. A member who has resigned or whose resignation has been requested, or whose membership has been suspended, shall forfeit all rights and privileges of the Club

and shall forthwith return to the Hon Secretary any challenge cups or trophies held.

8. The Committee shall have power to remove from membership any member whose subscription is one month overdue on notice being given to such member.

### **EXPULSION OF MEMBERS**

9. 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.

10. If the conduct of any member shall, in the opinion of the Committee, be injurious or likely to be injurious to the character or interests 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 the member. 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 the member may attend and offer an explanation. If at that Meeting a resolution to expel is passed by a two-third majority of the members present and voting, the member's name shall forthwith be erased from the list of members and the member shall thereupon cease for all purposes to be a member of the Club, except that the member may within two calendar months from the date of such a meeting appeal to the Kennel Club upon and subject to such conditions as the Kennel Club may impose.

### **FINANCE AND SUBSCRIPTIONS**

11. The financial year of the Club shall commence on 1st September and end on 31<sup>st</sup> August in each year.

12. The annual subscription payable by each member shall be such amount as agreed by members at a meeting and notified to the Kennel Club. The annual subscription payable for all additional members of the same family, being any spouse, civil partner, life partner and children under the age of 18 at the date the subscription becomes due, shall be an amount equivalent to one half of the normal subscription.

13. The membership of a person joining between 1st June and 31st August shall last until 1st September the following year, without paying a further membership fee.

14. Subscriptions shall be payable at the third class attended and renewed annually on 1st September.

15. The Committee shall have the power to raise funds for the Club in any way it deems fit.

### **CLUB ACCOUNTS**

16. The Hon Treasurer shall receive all monies to be kept in an account held in the name of the Club. Withdrawal shall only be made on the signatures of Hon

Treasurer, Chairman and/or Hon Secretary. The Hon Treasurer shall keep a proper record of receipts and payments and submit a properly audited income and expenditure account and balance sheet to the members at the Annual General Meeting.

17. The accounts shall be audited by one qualified or two unqualified auditors, who are independent from the committee, each year after 31st August.

## **INSURANCE**

18. The Committee shall arrange insurance against any incident arising during the activities of the Club.

## **OFFICERS AND COMMITTEE**

19. The Club may invite a President and not more than six Vice Presidents who shall be nominated by the Committee and elected by the members at the Annual General Meeting for periods to be decided at such a meeting. The President shall be entitled to attend any meetings of the Club and its Committee but shall not vote at any such meeting.

20. The management of the Club shall be vested in a Committee consisting of the Chairman, Hon Secretary, Hon Treasurer and six other members elected as hereinafter provided.

21. The Committee shall have the power to co-opt further members and to fill casual vacancies occurring among the Officers of the Club. Those co-opted shall only hold office until the next Annual General Meeting of the Club.

22. The Committee may appoint a sub committee for any purpose deemed advisable provided at least fifty per cent of the members of the sub committee shall be members of the main Committee. Any sub committee shall not have executive powers nor be permitted to operate the Club's banking or savings accounts.

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

## **ELECTIONS**

24. The Officers and members of the Committee shall retire annually but shall be eligible for re-election.

25. The election of the Officers and Committee shall take place at the Annual General Meeting. Prior to the Annual General Meeting the Hon Secretary shall invite nominations. Such nominations, with the written consent of the nominee, shall be made by two other members of the Club in writing to the Hon Secretary, at least 14 days before the Annual General Meeting. A list of all nominations shall be sent to all members by email the 7 days before the Annual General Meeting. If there are more nominations than vacancies, election shall be by ballot of those present and eligible to vote at the Annual General Meeting and the result shall be declared at that

meeting.

26. If no nominations are received for any vacancy, the Chairman may call for nominations at the Annual General Meeting. Nominees must be present at the meeting and give their assent. Each nomination must be proposed and seconded by members present at the meeting. Election shall be by ballot at this meeting,

27. If a ballot is required the Committee shall appoint a Returning Officer, who shall make the necessary arrangements for the distribution, collection and counting of the ballot papers.

## **MEETINGS**

28. An Annual General Meeting must be held each year in the month of October or November to receive the report of the Committee and Balance Sheet, to elect the Committee and to discuss any resolution duly placed on the Agenda, of which 21 days' notice has been given to the Hon 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. A copy of the Agenda will be sent by email to all members seven days before an Annual General Meeting.

30. A Special Meeting may be summoned by the Hon Secretary at the request of the Committee or on the requisition in writing of at least 20 members of the Club specifying the business to be transacted. No business other than the matter on the Agenda can be discussed at such a meeting.

31. Not less than **fourteen** days clear notice must be given of all general meetings.

32. The quorum for general meetings shall be twelve members personally present.

33. The Committee shall meet at such times as they consider advisable, the quorum of such meetings being five members personally present.

34. Any member of the Committee absent from three successive meetings shall be notified of the fact and failing satisfactory explanation, the seat shall be declared vacant.

## **VOTING**

35. At all meetings of the Club or of the Committee, voting shall be by show of hands or by ballot at the discretion of the Chairman. One vote shall be allowed to each member or a maximum of two votes per family membership. In the event of an equality in the votes cast, the Chairman shall have a second or casting vote. Co-opted members of the Committee have one vote at Committee meetings. Juniors under the age of 16 may not vote. Postal votes and proxy votes are not allowed.

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

36. The Officers acknowledge that during the month of January each year, Maintenance of Title fee will be forwarded to the Kennel Club by the Hon Secretary for continuance of Registration and that by 31st July each year, other returns as stipulated in the Kennel Club Regulations for the Maintenance of Title of Societies be forwarded to the Kennel Club. The Officers also acknowledge their duty to inform the Kennel Club of any change of Hon Secretary of the Club which may occur during the course of the year.

## **TRAINING**

37. The instructor at any class shall be in sole charge and shall be empowered to exclude any dogs or handlers at his discretion, or any bitch in season or any dog which he believes to be infected or have been in contact with infected dogs. The Committee may require the owner of such a dog to produce a veterinary certificate before allowing that dog to attend classes again.

38. Children are welcome at training classes subject to the approval of the instructor in charge.

## **COMPETITIONS AND DEMONSTRATIONS**

39. Any demonstrations or matches under the auspices of the Club shall be organised by the Committee who may delegate authority to a sub committee or a Committee member. The method of selection shall be at the discretion of the authorised organiser(s).

40. All competitions shall be at the discretion and under absolute control of the Committee.

## **COMPLAINTS**

41. All complaints on any matter shall be referred in writing to the Hon Secretary and dealt with at the next Committee meeting.

## **CLUB PROPERTY**

42. The property of the Club shall be vested in the Officers and the Committee for the time being. Trophies owned by the Club shall at all times be kept fully insured..

## **DISSOLUTION**

43. The dissolution of the Club may be determined 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 Hon Secretary, giving 21 days' notice of the date and purpose of the meeting. Such dissolution shall take place only when decided upon by a resolution carried by a majority of not less than two thirds of the members present at the meeting and the outcome of the meeting notified to the Kennel Club.

44. On dissolution the assets shall be realised. The funds of the Club remaining after the liquidation of all its just liabilities shall not be paid or distributed amongst the members of the Club, but shall be given or transferred to some other Society or Societies having objects similar to those of the Club, or to some charitable institution, whichever the members present at the Special General Meeting when the resolution for dissolution is passed may decide by a simple majority.

## **AMENDMENTS TO THE RULES**

45. The rules of the Club may not be altered except by the vote of a two thirds majority of members present at the Annual General Meeting or a Special General Meeting. Notice of the intention to move any alteration must be given in writing to the Hon Secretary 28 days before the date of such a meeting. The Hon Secretary shall inform all members of such proposed alteration at least 14 days before such general meeting. Any alterations to the Rules shall not be brought into force until the Kennel Club has been advised and given its approval of the alterations.

## **GENERAL**

46. In any matter not covered by these Rules the decision of the Committee shall be final.

## **KENNEL CLUB. THE FINAL COURT OF APPEAL**

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

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

## **REVISIONS:**

### **February 2025**

**Rule 9** – Kennel Club Rules A42j(4) and A42j(8) replaced by Kennel Club Rule A11.j.(5) and Kennel Club A11.j.(9)

**Rule 17** – inserts the clause “who are independent from the committee”

**Rule 25** – Committee member nominations to be sent via email rather than displayed at the club

**Rule 28** – AGM agenda to be emailed to members rather than displayed at the club

### **November 2021**

**Rule 2** - amended to better reflect the aim of the club