



Golden Valley Dog Training
Club
Kingstone, Hereford
www.goldenvalleydtc.co.uk



**GOLDEN VALLEY DOG TRAINING CLUB
CONSTITUTION AND RULES**

1. TITLE

The Club shall be called the Golden Valley Dog Training Club with headquarters at Webton Court, Madley, Hereford, or such other place as the Committee shall be from time to time decide.

2. AFFILIATIONS

The Club shall be affiliated to the Kennel Club.

3. OBJECTS

The object of the Club is to encourage the training of all breeds of dogs and their owners to Pet and Competition Standards and to promote the wellbeing and safety of dogs by providing instruction and practice in Obedience, Agility and Working Trials. To this end the Committee shall organise competitions amongst members against other Clubs and to enter teams in outside competitions.

4. MEMBERSHIP

- 1 All applications for membership shall be made to the Membership Secretary in writing on the approved form.
- 2 Ordinary membership shall be open to all dog owners and persons with an interest in dog training.
- 3 Family Membership shall be available to cover all members of one family living at the same address.
- 4 Members shall be responsible at all times for the behaviour and actions of their dogs.
- 5 The Club must maintain an up to date list of members' names and their addresses and make the list of names available for inspection, if so requested, by members of the Club or by the Kennel Club.
- 6 Life membership may be conferred upon those ordinary members, awarded at the discretion of the Committee in recognition of their work for the Club and/or dog training.

5. VOTING RIGHTS

- 1 Each member shall be entitled to one vote immediately upon acceptance of membership.
- 2 A maximum of two members of a family shall be entitled to vote under Family Membership.

6. VISITORS

- 1 Members of dog training clubs in other areas will be welcome at training sessions but must comply fully with the Club Rules and sign the Visitor's Book.
- 2 Prospective members may attend training sessions for a trial period not exceeding 4 weeks or such other period as the Committee shall, from time to time, decide. They will be entitled to one free lesson in the pay-as-you go classes.

7. SUBSCRIPTIONS AND ENTRY FEE

- 1 The Annual Subscription and joining fee, shall be such amounts as agreed by members in a General Meeting and notified to the ~Kennel Club and shall be payable on or before 1st January thereafter.
- 2 No member whose subscription is unpaid shall be entitled to any of the privileges of Membership and if the member fails to pay outstanding subscriptions by 31st January his/her name shall be automatically removed from the register.
- 3 If any person wishes to rejoin the Club after his membership has lapsed he must apply for entry as a new member and pay the appropriate joining fee.
- 4 Membership Application Forms submitted after 30th September will include the following year and the remaining period of the current year. The membership year runs from the 1st January to 31st December.
- 5 Life Members are exempt from paying an annual subscription.

8. OFFICERS

- 1 The Officers of the Club shall be a Chairman, Vice Chairman, Secretary, Treasurer and Auditors. With the exception of the Auditors all Officers shall be the ordinary members of the Club.
- 2 The duties of the Chairman or Vice Chairman in his absence shall be to preside at all meetings of the Club and Committee and in the case of an equality of votes shall have an additional casting vote.
- 3 If the Chairman or Vice Chairman is not present at the time advertised for any meeting those present shall elect a Chairman from amongst their number and he shall act as Chairman for the whole of the meeting notwithstanding the subsequent arrival of the Chairman.

9. PRESIDENT OF THE CLUB

- 1 The Committee may, from time to time, nominate a President of the Club for confirmation at the AGM.
- 2 The person nominated should be of sufficient standing within the club to hold the respect of the membership.
- 3 Any such person will be entitled to attend committee meetings and have voting rights at such meetings.
- 4 Term of Office to be three years and at the end of this term the Committee may recommend renewal at the next AGM.

10. MANAGEMENT OF THE CLUB

- 1 The Club shall be managed by a committee consisting of a Chairman, Vice Chairman, Secretary, Treasurer and up to a maximum of ten ordinary members all of whom shall be elected at an Annual General Meeting for a period of two years, after which they must retire but may stand for re-election. The Auditors shall be ineligible to serve as members of the Committee.

2 The position of Chair is for a period of no more than two years after which a new Chair should be appointed. If, in exceptional circumstances, there is no suitable person available to fill the position then the existing Chair can remain a further period of one year after which they will be required to stand down.

3 In the event of a member resigning from the Committee before the end of the two year period, a replacement shall be elected at the next Annual General Meeting, that person to complete the outstanding term of the resigning member. Any person who resigns from the Committee (~for whatever reason) is not eligible to reapply for election to the Committee until a period of two years has elapsed.

4 The Committee shall meet at least once every three months and **eight** shall form a quorum. At least one officer is required to be present at each meeting of the Committee. The Secretary shall give at least seven days' notice of such meetings to every member.

5 The Committee shall have the power to fill casual vacancies arising during the year, to co-opt additional members and to appoint sub-committees to carry out specific duties.

Members co-opted to the Committee shall have full voting powers.

6 The Committee shall appoint trainers, Judges etc.

7 The Committee shall furnish a report on the previous year's working to the members at the Annual General Meeting.

8 Any officer or member of the Committee may be removed from office by a resolution to that effect carried by the majority of two thirds of the members voting at any general meeting.

9 Officers of the Club shall have the power, where possible, in consultation with any other officers present, to decide on the Club policy in any event not covered by the rules but requiring an immediate decision. Such a decision and the circumstances in which it was made shall be reported at the next possible Committee Meeting for ratification and decision as to future Club policy on the matter.

11. EXPULSION OF MEMBERS

1 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 Club.

2 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 interest of the Club, the Committee of the Club may, at a meeting the notice convening which includes as an object the consideration 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.

3 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 two-thirds majority of 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.

12. GENERAL MEETINGS

1 The Club's administrative and financial year shall run from 1st October to the 30th September. The Club's membership year shall run from 1st January to 31st December.

2 The Annual General Meeting shall be held as soon as possible after the end of the Club year, at least 21 days written notice being given to members.

The following business shall be transacted:- Election of Officers and Committee, receive the Committee's report and the Treasurer's Statement of Accounts, amend the rules and regulations and consider any motions put before the meeting.

3 Notice of the AGM and draft Agenda should be sent out at least six weeks prior to the meeting. This should note Committee members retiring. A Nomination Form for the members of the Committee should go out with the notice. Special items for the Agenda should be asked for at the same time. Both the Nomination form and special items for the Agenda should be sent to the Secretary within two weeks from the date of notice.

4 Voting Forms should be sent out to all members three weeks before the AGM and be returned seven days before the meeting. The full Agenda should be sent out at the same time. The Chairman will notify the meeting the results of the ballot and give the names of those elected to the new Committee.

5 A copy of the annual statement of accounts is to be made available on request to members 14 days prior to the AGM.

6 Proposed amendments to motions to be considered at the Annual General Meeting must be sent in writing to the Secretary seven days before the meeting so that copies can be made available for inspection prior to the meeting.

7 An item of business not included in the published agenda may be admitted at the Annual General Meeting if:-

a) The chairman so rules

b) A resolution to that effect is so passed by the majority of the members present and voting

8 The Committee may call a Special General Meeting of members on giving 14 days written notice to members.

9 Upon a requisition in writing, duly setting out the purpose, signed by twelve members and delivered to the Secretary, the Committee shall within 14 days convene a Special General Meeting of the Club.

10 Upon such requisition being duly served and not complied with, within 14 days, the requisitionists may themselves convene a Special General Meeting of the Club by giving 14 days' notice to the members, duly setting out the purpose for which such meeting is called and any resolutions passed at such meetings shall have the same force and effects as if they were passed at a meeting convened by the Committee.

11 Voting at General Meetings shall be by show of hands unless the Chairman directs that a ballot be taken.

12 Special General Meetings shall only consider the business for which they have been called.

13 Four members shall form a quorum at a General Meeting. If this number are not present within 15 minutes of the advertised time of the meeting it shall stand adjourned for 7 days when it shall meet again at the same place and time of day and those then present, whatever their number, shall be deemed to form a quorum.

14 For convening meetings and any other purposes, a notice exhibited at all training sessions for a period of 14 days on the notice board in the Club's premises shall be deemed sufficient intimation to all members regarding any matter.

13. FINANCE AND PROPERTY

1 Any officer or member receiving money on behalf of the Club shall hand it to the Treasurer forthwith.

2 The Treasurer shall make all disbursements on behalf of the Club and shall keep a record of all its financial transactions.

3 The Treasurer shall present the accounts for the previous year to the Annual General Meeting. The accounts shall show the amounts received and paid and the assets and liabilities at the end of the financial year.

4 All monies belonging to the Club shall be kept in an account or accounts at a bank or other financial institution selected by the Committee. All cheques and notices of withdrawal from such accounts shall be signed by the Treasurer and counter-signed by one other Officer of the Club.

5 The Committee may pay accounts and incur any normal liabilities on behalf of the Club. The Committee and officers are hereby indemnified by the Club against any claim or demand in respect of any liability properly and bona fide incurred on behalf of the Club.

6 The Treasurer shall keep an inventory of all Club property showing its location and no property may be taken away from the Club premises without the permission of the Committee.

7 The Auditor or Auditors shall examine the accounts at least annually prior to the Annual General Meeting. Certification of accounts must be carried out by one qualified individual or two unqualified individuals with accountancy experience unconnected with the Committee. They may, at any time, inspect any book, document or item of property of the Club in possession of any officer or member or shall have the power to ask such questions as they consider necessary in pursuance of their duties.

8 Any officer or member holding or responsible for Club property shall produce it for the Auditor's inspection at any time required by them; if it is impracticable to transport any such item the officer or member concerned shall furnish the Auditor(s) with a certificate of location and condition.

9 The Auditor(s) shall append a suitable certificate to the accounts stating that they are, in their opinion, correct. If they are unable to do so, they shall report the facts to the Annual General Meeting.

10 All property of the Club shall be vested in the Committee for the time being.

14. RULES ETC.

1 The Committee shall make such rules and regulations as deemed necessary for the efficient, safe running of the Club.

2 The Committee shall lay down the conditions to be observed in Club competitions and arrange handicapping and matches.

3 The Committee may formulate Standing Orders for the conduct of General meetings.

4 Any Rules or Regulations made by the Committee shall be published by being exhibited on the Club notice board and shall thereafter have all the force and effect of these rules.

5 Any Rules or Regulations may be amended or revoked by a resolution of the Annual General Meeting on due notice of motion being given and published as laid down in rule 12.3.

The Annual General Meeting shall have power to frame any additional Rule or Regulation provided that due notice of motion has been given.

15. WINDING UP

In the event of the Club being wound up, the residue of the assets of the Club, after all debts have been paid, shall be disposed of in a manner to be decided by a Special General Meeting convened for this purpose.

16. INTERPRETATION OF RULES ETC.

The Committee shall have power to rule on any dispute concerned with the meaning of the rules and to legislate upon any point not provided for in them.

17. ALTERATIONS TO THE CONSTITUTION

- 1 No alterations may be made to these Rules except by a resolution passed by a majority of two thirds of the members present and voting at a General Meeting, the notice for which contains specific proposals to amend the Rules.
- 2 Any proposed alteration to the Rules may not be brought into effect until the Kennel Club has been advised and approved the alteration.

18. KENNEL CLUB THE FINAL COURT OF APPEAL

- 1 The Kennel Club is the final authority for interpreting the rules of the society in all cases relative to canine or society matters.
- 2 The Club shall not join any Federation of Societies or Clubs.
- 3 No person whilst an undischarged bankrupt may serve on the Committee or hold any other office or appointment with a Kennel Club Registered Society.

19. ANNUAL RETURNS TO THE KENNEL CLUB

- 1 The Officers acknowledge that during the month of January each year, Maintenance of the 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 be forwarded to the Kennel Club.
- 2 The Officers also acknowledge their duty to inform the Kennel Club of any changes of Secretary of the Club which occur during the course of the year.

AMENDMENTS

This copy of the Club Constitution includes the amendments made at the Annual General Meetings on 26th January 1988, 24th November 1992, 29th November 1994, 26th November 1996, 25th November 1997, 22nd November 2006, 23rd November 2012, 19th November 2014, 16th January 2016 and 20th November 2023