

**THE PROPOSED
BARBET
CLUB OF GREAT BRITAIN**



DRAFT CONSTITUTION AND RULES

October 2010

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1. NAME

The Club shall be called THE PROPOSED BARBET CLUB OF GREAT BRITAIN until such time as it is recognised by the KC and then it will revert to THE BARBET CLUB OF GREAT BRITAIN. Hereinafter referred to as 'the Club'.

2. AIMS AND OBJECTIVES

- a) To promote the ownership, working, exhibition and breeding of the Barbet.
- b) To maintain the breed as closely as possible to the breed standard.
- c) To provide education and advice to newcomers to the breed
- d) To safeguard the welfare of the breed.
- e) To unite those interested in the Breed into a friendly group.

3. THE OFFICERS AND COMMITTEE

- a) The club shall consist of an unlimited number of Patrons, A President, Vice President, Honorary Secretary, Honorary Treasurer, a Chairman, Committee of seven and an unlimited number of Members.
- b) Chairman, Hon. Secretary, Hon. Treasurer, hereinafter referred to as Officers of the Club
- c) A Vice Chairman elected by the committee after the AGM who shall oversee the Chairman's role in the event of absence.
- d) The management of the club shall be in the hands of the Officers and Committee of the Club. The Chairman of the meeting shall have a casting vote.
- e) Meetings of the Committee shall be held as often as deemed necessary but at least every four months.
- f) 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 their member's vote.
- g) A quorum for Committee Meetings shall be five. Except in emergencies, Committee Meetings shall be convened by Hon. Secretary by notice by post, telephone or email not less than fourteen days prior to the meeting.
- h) The Committee shall have the power to co-opt non voting 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.
- i) No individual who has been a member for less than two years may be elected as an Officer or a member of the Committee
- j) No individual whilst an undischarged bankrupt may serve on the Committee of, or hold any other office or appointment with, a Kennel Club Registered Society.

4. ELECTION OF PATRONS, THE PRESIDENT & VICE PRESIDENT.

- a) Patrons shall be invited by the Committee to serve for a period of ten years. Invitations shall be endorsed by a simple majority of Members present at a General Meeting. Patrons shall have no voting rights and shall not be entitled to attend Committee Meetings
- b) The president shall be elected for a term of three years by postal ballot of all fully paid up Members eligible to vote, shall have full voting rights and shall be entitled to attend Committee Meetings
- c) The Vice President shall be elected for a term of three years by postal ballot of all fully paid up Members eligible to vote, shall have no voting rights but shall be entitled to attend Committee Meetings.

5. ELECTION OF OFFICERS & COMMITTEE

- a) The Chairman shall be elected annually by postal ballot of all fully paid up Members eligible to vote, shall have full voting rights and shall be eligible for re-election.
- b) The Hon. Secretary and the Hon Treasurer shall be elected for a term of two years by postal 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.
- c) Committee Members shall be elected for a term of two years by postal 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.
- d) Candidates for the election of Officers and Committee must be proposed and seconded by fully paid up Members of at least two years standing.
- e) 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 two years standing. Nominations to be in the hands of the Secretary at least 5 weeks before the A.G.M. together with the name of the proposer and seconder and the nominees agreement to stand.

6. ELECTION OF MEMBERS

- a) Candidates for membership shall be proposed by one fully paid up Member of at least two years standing, seconded by another by another fully paid up Member of at least one years standing..
- b) Candidates who apply for Membership will have been deemed to have read the Club Rules and Regulations and must agree to comply with them.
- c) Candidates for Membership shall be agreed by the majority of Committee Members either by email or at the earliest Committee meeting.
- d) An up to date List of Members and their addresses must be maintained and, if so requested, made available for inspection by the Kennel Club and Members of the Club, A declaration of the number of Members of the Club must be made with Annual Returns.

7. DUTIES

- a) 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 Chairman.
- b) The Hon 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 Secretary is unable to attend a meeting then a person must be nominated to take minutes. The Hon 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.

- c) The Treasurer shall receive all monies for the Club and shall prepare an annual audit report for the Annual General Meeting. The Treasurer shall also provide a simple Profit and Loss sheet at committee meetings.
- d) The Membership Secretary shall maintain a complete up to date list of Members with their addresses.

8. SUB COMMITTEES

- a) The Chair is to be an officer or member of the main committee.
- b) Minutes of all sub-committee meetings must be forwarded to the Secretary and all financial information is to be forwarded to the Treasurer before the next main committee meeting.
- c) 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.
- d) Any main committee member has the right to attend Sub Committee meetings as non-voting observer.

9. VOTING RIGHTS

- a) Each Member shall be entitled to one vote immediately after 24 months membership.
- b) In the case of Joint Subscription Members, each party shall be entitled to one vote.
- c) 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 aged 6-16 years inclusive.
- d) Foreign Members: Cannot vote, hold office, and do not count in the determination of a quorum. .

10. CLUB PROPERTY

- a) 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 the Kennel Club.
- b) A final statement of audited accounts with a record of the disposal of the property of the Club shall be forwarded to the Kennel Club within 6 months and the persons named as Officers and Committee of the Club, on the last return furnished to the Kennel Club, will be responsible for the proper winding up of the Club.
- c) Written acknowledgements from donors of cups and trophies that are given as outright gifts to the Club should be obtained.

11. CLUB ACCOUNTS & FINANCIAL YEAR

- a) 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: Chairman, Hon Treasurer, and Hon Secretary.
- b) The Accounts shall be kept by the Treasurer and will be certified prior to the AGM. Certification of accounts

must be carried out by one qualified accountant or two unqualified individuals with accountancy experience.

- c) The balance sheet shall be presented to the Club members at the AGM for their approval and shall be included in the Club's accounts
- d) The Financial year of the Club shall be from 1st January to 31st December.

12. ANNUAL SUBSCRIPTIONS

- a) The annual Subscription will be eight pounds for a single membership and fifteen pounds for joint/family membership. This will be payable on 1st January each year.
- b) Subscriptions may necessarily be subject to review at any Committee Meeting and agreed by members at an Annual General Meeting, the outcome shall be notified to the Kennel Club and membership.
- c) 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 31st January His/her name shall be automatically erased from the register. Acceptance back on the register will be dependent upon a new application and payment of arrears.
- d) 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 in rule 13 of the Rules and Regulations.
- e) Foreign Membership: open to persons eighteen (18) years of age and older who reside outside of Great Britain. Dues will be set to include all additional postal expenses.

13. EXPULSION OF MEMBERS

- a) 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 Club.
- b) 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/her.
- c) 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 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.
- d) The Committee reserves the right to refuse membership to, or to recommend to a General Meeting of the club for expulsion from membership, of any person who acts in breach of rule 19, and who knowingly acts in breach of the Clubs code and conduct to the detriment of the breed, an individual dog or in such a manner as to bring the Barbet Club of Great Britain into disrepute
- e) If the Club expels any Member for discreditable conduct in connection with dogs, dog shows, trials or competitions, the Club must report the matter in writing to the Kennel Club within seven days and supply any particulars required.

14. FINANCIAL YEAR

The financial year of the Club shall be from 1st January to the 31st December

15. ANNUAL GENERAL MEETING

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

- a) To receive the report of the Committee and Balance sheet
- b) To declare the results of the ballots for President, Vice Officers and Committee Members. To declare the results of ballots for Amendments to the Rules and Regulations
- c) To appoint Auditors
- d) To discuss items submitted in accordance with Club Rules and Regulations
- e) To make any presentations if appropriate
- f) Ten weeks notice of such meetings must be given to members in writing/email Items for inclusion on the Agenda must be received by the Hon Secretary six weeks before the meeting and must be proposed and seconded by fully paid up members.
- g) The Agenda will include an item for the adoption on the Club's accounts.
- h) The Agenda together with relevant ballot papers will be circulated four weeks before the Meeting.
- i) The Committee will appoint an independent scrutineer to whom all ballot papers must be returned by midnight seven clear days before the Meeting.
- j) Only fully paid up members will be entitled to attend the Meeting and may vote in accordance with Rule 8a.
- k) A quorum shall be ten members.
- l) Any proposals and nominations for the election of Officers and Committee must be received by the Secretary in writing six weeks prior to the AGM.
- m) Election nominees shall signify in writing their willingness to accept office within a given period of time.
- n) Existing Committee members shall be eligible for re-election and must notify the Secretary in writing six weeks prior to the AGM. They are not required to be proposed or seconded.
- o) 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 Chairman of the meeting are urgent.

16. SPECIAL GENERAL MEETING

- a) A Special General Meeting (SGM) shall be summoned by the Hon. 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. The Committee of the Club is also empowered to call a Special General Meeting.
- b) The Special General Meeting should be held within 4 weeks of receipt of the request.
- c) The Secretary shall immediately inform the entire Committee of the meeting.
- d) Not less than 14 days notice of a SGM shall be given in writing to Members.
- e) Only fully paid up Members will be entitled to attend the Meeting and may vote in accordance with Rule 9a

17. AMENDMENT TO THE RULES

- a) The rules of the Club may only be altered at an AGM/SGM, the alteration(s) being detailed on the notice of such meetings, and such alteration(s) may not be brought into effect until the Kennel Club has been advised and approved the alteration(s)
- b) New rules or amendments introduced specifically to meet The Kennel Club requirements shall be adopted immediately and shall be included in the Club's Constitution, Rules and Regulations with effect from the Club's AGM.

18. ANNUAL RETURNS TO THE KENNEL CLUB

- a) 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 the continuance of registration.
- b) The Club's Officers acknowledge that by 31st July each year, other returns as stipulated in the Kennel Club regulations for the Registration and Maintenance of Societies and Breed Councils and the Affiliation of Agricultural Societies and Municipal Authorities, shall be forwarded to the Kennel Club.
- c) The Officers also acknowledge their duty to inform the Kennel Club of any changes of Secretary of the Club which may occur during the course of the year.

19. IDENTIFICATION OF MEMBERS DOGS

Members must identify by means of microchipping all Barbet in their ownership or joint ownership.

20. KENNEL CLUB FINAL AUTHORITY

The Kennel Club is the final authority for interpreting the rules of the Club in all cases relative to canine or Club matters. Breach of these provisions may result in expulsion from club membership, and/or disciplinary action by the Kennel Club and/or reporting to the relevant authorities for legal action.

21. FEDERATION OF SOCIETY OR CLUBS

- a) The Club shall not join any Federation of Societies or Clubs.
- b) No person whilst an undischarged bankrupt may serve on the Committee of or hold any other office or appointment within a Kennel Club Registered Club.

22. JUDGES LISTS

The Club will produce where appropriate a list of judges each year which will be submitted to the kennel club as part of the annual returns.