



RULES AND REGULATIONS

1 NAME AND OBJECTS

The name of the club shall be THE WYE VALLEY RETRIEVER CLUB, its objectives being:

- 1) to encourage and train all registered breeds within the "Retriever" sub group of the Gundog Group
- 2) to hold matches, progress tests and social occasions as agreed by the Executive Committee
- 3) to encourage, arrange, and promote Working Tests and Field Trials and ensure appropriately qualified judges at both.

2 MEMBERS

i The Club shall consist of:

- 1) An Executive Committee made up of not less than 10 Members including the following officers: Chairman, Vice Chairman, Hon Secretary, Hon Treasurer, Hon Field Trial Secretary, Hon Working Test Secretary. In addition, a President and Vice President(s) may be elected but they shall be ex-officio members of the Executive Committee without voting rights. Honorary Vice President(s) may be elected at Annual General Meetings and their appointment(s) shall be for life. Roles of Assistant Field Trial Secretary, Assistant Working Test Secretary, Membership Secretary and Training Secretary may be appointed from members of the Executive Committee.
- 2) An unlimited number of members, whose names and addresses shall be recorded by the Membership Secretary on a register and maintained in compliance with the General Data Protection Regulations 2018. If so requested the list of names will be made available for inspection by the Kennel Club and members of the Club.

ii The election of Members is vested solely in the Executive Committee and shall be by ballot.

3 SUBSCRIPTIONS

The Annual Subscription and initial Joining Fee for the following year shall be recommended by the Executive Committee to the Annual General Meeting and be payable in full on election and thereafter the annual subscription shall be payable on 1st February each year. No member whose subscription is unpaid or is not paid in full shall be entitled to any of the privileges of membership and any member failing to renew their subscription at the prevailing current rate by 1st April in any year shall cease to be a member of the Club and his/her details will be automatically erased from the register. Acceptance back on the register will be dependent upon submission of a new membership application and payment of the prevailing current Annual Subscription and Joining Fee. Partial subscription(s) shall be treated as a donation to one of the charities being supported by the Club in that year. No personal reminders will be sent out.

4 ELECTION OF OFFICERS AND COMMITTEE

All Officers and members of the Executive Committee shall be elected or re-elected for a term of three years. One third of the Executive Committee shall retire annually but shall be eligible for re-election. Election shall be by ballot at the Annual General Meeting. All positions to be Honorary. Existing Officers and Executive Committee members are able to seek re-election and do not require nomination. In the event of more than one nomination being received for a position, then the election shall be by a secret ballot of the members present at the meeting. Nominations for office in any capacity must be made in writing to the Hon Secretary at least 28 days before the Annual General Meeting, giving the name of the nominee together with the signatures of the proposer and seconder and consent of the nominee to act if elected. The nominee, proposer, and seconder must be fully paid members of the Wye Valley Retriever Club. Any casual vacancy may be filled by a co-opted member, to serve until the next Annual General Meeting at which time they shall be eligible for election.

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

5 CLUB ACCOUNTS

- i A bank account shall be held in the name of "The Wye Valley Retriever Club" into which all revenues of the Club shall be paid. This may be supported by additional accounts at the discretion of the Executive Committee. All cheques/withdrawals/transfers will require the signatures of two officers, one of which must be the Treasurer.
- ii The Financial year shall be from 1st February to 31st January the following year. The Club Accounts shall be from 1st February to 31st January the following year. The Club Accounts shall be certified by either one qualified accountant or two unqualified individuals with accountancy experience nominated by the Executive Committee and approved by members at the AGM. Those undertaking the certification must be independent from those who prepared the accounts.
- iii A copy of the certified Accounts shall be available to all members on request 14 days prior to the date of the Annual General Meeting and will be available for inspection by members at the Annual General Meeting.
- iv The Officers acknowledge that a maintenance of title fee will be forwarded annually to the Kennel Club whether by the secretary or by direct debit, for continuance of registration and that other returns, as stipulated in the Kennel Club Regulations for the registration and maintenance of title of Societies and breed councils and the affiliation of agricultural societies and municipal authorities, will be forwarded to the Kennel Club. The Officers also acknowledge their duty to inform the Kennel Club of any change of secretary or other officers and committee members of the Club which may occur during the course of the year.

6 MEETINGS

- i Meetings of the Executive Committee shall be held at least three times a year; one of such is to be on the day of the Annual General Meeting ("AGM"). The Secretary, in conjunction with Chairman, must call additional meetings if requested to do so in writing by no less than three members of the Executive Committee within four weeks of the request.
- ii At every meeting the accuracy of Minutes of the previous meeting shall be approved. At least fourteen days' notice of every meeting shall be given by the Secretary. The agenda for the meeting should be provided at least seven days in advance of the meeting. A quorum of six is required for meetings of the Executive Committee.
- iii The Chairman shall preside at every meeting if possible. The Chairman shall have a casting vote in the event of a tie.
- iv The AGM shall be held on a date fixed by the Executive Committee and members notified of the date not less than 6 weeks beforehand. The notice of the meeting shall be sent out not less than fourteen clear days beforehand. The notice must contain all the relevant information concerning the meeting and business to be conducted. No resolution other than the adoption of the Reports and Accounts may be moved at the AGM unless a notice proposed/seconded by Members has been received by the Secretary in writing at least four weeks beforehand. Annual reports shall be

drawn up by the Chairman in consultation with the Secretary to be presented at the AGM and the Club's certified accounts shall be presented by the Treasurer to the AGM for approval.

- v A quorum of ten members shall be required for both the AGM and any Special General Meeting.
- vi Each member shall be entitled to one vote. Postal and proxy votes are not allowed. Voting shall be by show of hands or secret ballot or as decided by a majority at the meeting.
- vii The rules of the Club may not be altered by the Club except at an Annual General Meeting or Special General Meeting, notice of which includes details of the proposal to alter the rules. Such alterations shall not be brought into force until the Kenel Club has been advised and has given its approval of the alterations. New rules or amendments introduced specifically to meet Kennel Club requirements shall be adopted immediately and be included in the Club's constitution with effect from the Club's Annual Meeting. 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.

7 SPECIAL GENERAL MEETING

The Secretary shall be bound to call a Special General Meeting at any time if required to so in writing by no less than twenty five named and fully paid up Members who have signed the request giving details of the business, agenda and resolutions. The Executive Committee is also empowered to call a Special General Meeting. No business shall be brought up at the meeting other than that detailed in the Agenda. Such a meeting must be held within twenty-eight days of receipt of request. Not less than fourteen days' notice of the Meeting is to be given in writing to members. Such notice must contain information concerning the meeting and the business.

8 POWERS OF THE EXECUTIVE COMMITTEE

The property of the Club shall be vested in the Executive Committee and in the event of the Club being wound up, or ceases to be a registered Club under the KC Regulations, shall, after all liabilities have been dealt with, be disposed of in the interests of "retriever training". A final statement of the audited accounts, with a record of the disposal of the property shall be forwarded to the Kennel Club within six months. The named Officers and Executive Committee on the last return furnished to the Kennel Club, will be held responsible for the proper winding up of the Club.

9 EXPULSION OF MEMBERS

- i Any Member who shall be suspended under KC Rule A11.j.(5) and/or any Member whose dog(s) is disqualified under A11.j.(9) shall cease to be a member of the Club for the duration of the disqualification/suspension.
- ii If the conduct of any Member shall, in the opinion of the Executive Committee, be considered injurious or likely to be injurious to the character or interests of the Club, the Executive 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 time of the meeting so that the Member may attend and offer explanation. If at the meeting a resolution to expel the Member is passed by a two-thirds majority of the Members present at the meeting and voting, his/her name shall forthwith be erased from the list of Members, and he/she shall thereupon cease for all purpose 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 conditions as the Kennel Club may impose.
- iii If the Club expels a 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.

10 TROPHIES

- i All trophies are the property of the Club and are to be covered by the Club's insurance.
- ii Any winner of a Club trophy shall sign a receipt before taking delivery of the trophy, and will agree to return it on a date specified, in good condition.

11 HANDLING OF DOGS

No person shall carry out punitive correction or harsh handling at any Club event. This will not be tolerated and if any Member is proven to have contravened this rule, they will be advised by the committee in writing that they are no longer welcome to attend any of the Club's events and the Kennel Club will be informed.

12 KENNEL CLUB FINAL AUTHORITY

- i The Kennel Club is the final authority for interpreting the rules of the Club in all cases relating to canine or Club matters.
- ii The Club shall not join any federation of societies or clubs.