

# **The London Working Spaniel Society- Rules and Regulations**

## **1. NAME AND OBJECTS**

1.1. The Society will be called the 'London Working Spaniel Society'. The Society will be administered and managed by the Committee and they will have sole responsibility for all Society matters.

1.2. The objects of the Society shall be:-

To advance and encourage the training, working and competition of all working spaniel breeds .

To organise Field Trials, Gundog Working Tests and any other type of Field events authorised by the Kennel Club.

## **2. OFFICERS AND COMMITTEE**

2.1. The Committee should consist of a Chairman, Vice-Chairman, General Secretary, Field Trial Secretary, Working Test Secretary, Treasurer and Membership Secretary and Committee members voted for by the members. The Committee shall consist of a maximum of 16 persons.

## **3. COMMITTEE OF THE SOCIETY**

3.1. The management of the Society shall be in the hands of the Officers and Committee Members, all of whom shall retire annually.

3.2. Officers and Committee members shall be eligible for re-election each year.

3.3. All Officers and Committee members shall have full voting rights. Meetings of the Committee shall be held as often as deemed necessary.

3.4. A quorum for Committee meetings shall be four members, two of whom must be officers.

3.5. The Committee shall have the power to co-opt members onto the Committee in the event of a post becoming vacant between General Meetings. Those co-opted shall only hold office until the next General Meeting at which an election of Officers and Committee takes place. Co-opted members shall have voting rights at the Committee meetings.

3.6. No individual who has been a member for less than one year shall be elected to the Committee.

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

3.8. At the discretion of the chairman and committee, an annual allowance for out of pocket expenses may be paid (annually and in arrears) to the following officers of the society:

Its treasurer

Its general secretary

Its membership secretary

Its field trial secretary

Its working test secretary.

The amounts (if paid) will be agreed and reviewed annually before each AGM and agreed by the members at said AGM

## **4. ELECTION OF MEMBERS OF THE SOCIETY**

- 4.1. Candidates for membership of the Society must be proposed by one existing fully paid up member thereof and seconded by another.
- 4.2. Applications for membership shall be put before the Committee at their next meeting for approval and, if approved, accepted on payment of the subscription. The committee retains the right to refuse Society membership.
- 4.3. There shall be an unlimited number of members.
- 4.4. An up to date list of Members names and their addresses will be maintained by the Committee and if so requested, the list of names made available for inspection by the Kennel Club and the Members
- 4.5. A declaration of the number of Members of the Society will be made with the Annual Return to the Kennel Club.

4.6. The Society may award life memberships. Life membership may be awarded to those members who have given lengthy, sterling and enthusiastic service to the Society over many years. Any full member of the Society may be put forward for life membership. The life membership must be proposed and seconded by two full members of the Society and must be approved by members at a Society AGM.

## **5. VOTING RIGHTS**

- 5.1. Each member shall be entitled to one vote upon having been a member for one calendar year of the Society.
- 5.2. Proxy votes are not allowed.
- 5.3. Voting shall be decided by majority upon a show of hands at meetings, or at the Chairman's discretion may be a paper ballot.
- 5.4. In the event of joint membership, one vote for each member of the partnership shall be allowed.

## **6. CLUB PROPERTY**

- 6.1. The property of the Society shall be vested in the Committee. Any sanctions regarding damage or loss of Society property will be decided upon by the Committee
- 6.2. In the event of the Society ceasing to exist, a final General meeting shall be called to decide the disposal of the Society's assets and the outcome of the meeting notified to the Kennel Club in accordance with their Rules.

## **7. CLUB ACCOUNTS**

7.1. There will be a banking account in the name of "London Working Spaniel Society" into which all monies received by the Society, including membership fees, shall be paid and from which withdrawals shall only be made on the signature of the Treasurer and one other Society Officer. The Society will have a Cheque book. All cheques shall be signed by the treasurer and by a society officer. The society may use any form of electronic banking and a bank debit card held and accessed by the treasurer the use of which shall be authorized in writing (email) by two officers. The daily limits of which maybe determined by the committee.

7.2. The accounts will be certified annually by one qualified accountant or by two unqualified individuals with accountancy experience who are unconnected with the Committee. The certified accounts will be made available on request to the members fourteen days prior to the AGM and will be presented to members at the Annual General Meeting of the Society.

## **.8. SUBSCRIPTIONS**

8.1. The annual subscription and a one-off joining fee shall be such an amount as determined from time to time by the committee approved members at the AGM and notified to the kennel club.  
The annual subscription shall be payable on election and thereafter on the 1<sup>st</sup> January each year.

8.2. Any member whose subscription is not paid in full by 31<sup>st</sup> January shall cease to be entitled to any of the privileges of membership and if the member shall fail to pay the outstanding subscription by the 31<sup>st</sup> March they shall thereafter cease to be a member of the society. They may be reinstated at any time by the committee upon completion of a new application and payment of the joining fee and/or paying all arrears of subscription. No member whose subscription is in arrears shall be entitled to vote at any meeting or participate as a member at any society event.

## **9. EXPULSION OF MEMBERS**

9.1. 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 society of the Society

9.2. If the conduct of any member of the Society, in the opinion of the Committee, be injurious to the character or interests of the Society, the Committee may, at a Meeting, the notice convening which includes as an item the consideration of the conduct of the Member, determine that a Special General Meeting of the Society shall be called for the purpose of considering a resolution to expel him/her.

9.3. Notice of a Society SGM shall be sent to the member involved, giving particulars of the complaint and advising the place, date and hour of the meeting so that he/she may attend and make representations. 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 removed from the list of members, and he/she shall thereupon cease for all purposes to be a member of the Society except that he/she may, within two calendar months of the date of such meeting, appeal to the Kennel Club upon and subject to such condition as the Kennel Club may impose.

9.4. If the Society expels any Member for discreditable conduct in connection with dogs, trials or competitions, the Secretary of the Society will report the matter in writing to the Kennel Club within seven days and supply any particulars required.

9.5. The Committee retains the right to deal with membership misbehavior, rule breaking, discipline matters and decide upon those matters. The Kennel Club may be informed and / or asked for advice on any reported matters / incidents.

## **10. FINANCIAL YEAR / ANNUAL GENERAL MEETINGS**

10.1. The Committee shall arrange and conduct an AGM for members of the Society

10.2. The Society's Financial Year shall commence on the 1<sup>st</sup> of January and end on the 31<sup>st</sup> of December.

## **11. GENERAL MEETINGS**

11.1. The Society Annual General Meeting will receive the report of the Committee and Balance Sheet, elect Officers and discuss any resolution duly placed on the Agenda. A quorum for general meetings is ten, consisting of at least three officers. No business shall be transacted at an 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 Committee are urgent. Notice of general meetings will be circulated in writing at least four weeks in advance. Items for inclusion in the Agenda must be made in writing and received by the Secretary at least two weeks prior to the AGM. The Agenda will be circulated at least 14 days prior to the meeting. The certified accounts will be made available on request to the members fourteen days prior to the AGM and will be presented to members at the Annual General Meeting of the Society.

11.2. A Special General Meeting shall be summoned by the Secretary if 25 members send a signed requisition to the Secretary of the Society stating the subject to be discussed and requesting a SGM to do so. The committee of the Society is also empowered to call a SGM. No business other than that detailed on the Agenda can be discussed at a SGM. Members will be notified in writing of any SGM at least two weeks in advance.

## **12. AMENDMENTS TO RULES**

12.1. The Rules of the Society may not be altered except at a Society General Meeting (subject to 12.3 below) the notice for which contains specific proposals to amend the rules.

12.2. Any proposed alteration to the rules may not be brought into effect until the proposed change has been reported to the Kennel Club and they have approved and endorsed the alteration.

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

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

Annual Returns as required by the Kennel Club shall be made by the Committee to the Kennel Club.

## **14. FIELD TRIAL AND WORKING TESTS**

All Field Trials, Gundog Working Tests and any other Field event will be held in accordance with the then current Kennel Club Regulations.

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

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

## **16. AFFILIATIONS TO OTHER BODIES**

The Society shall not join any Federation of Societies or Clubs.