

The Cambridgeshire Field Trial Society

KC ID 559

RULES AND REGULATIONS

1. **NAME OF SOCIETY.** The name of the Society shall be 'The Cambridgeshire Field Trial Society'.
2. **OBJECTS.** The objects of the Society being:
 - 2.1. To organise Field Trials.
 - 2.2. To encourage high standards in breeding sound, purebred gundogs, free from hereditary faults.
3. **ESTABLISHMENT AND CONSTITUTION.** The Society shall consist of an unlimited number of members, whose names and addresses shall be kept by the Hon. Secretary and shall be open to the inspection of the Kennel Club and members at reasonable times.
4. **OFFICERS.** The Officers of the Society shall consist of a President, a Chairman, two Vice Chairmen, an Honorary General Secretary, an Honorary Treasurer and two Field Trial Secretaries (Retriever and Spaniel).
 - 4.1. All Officers shall retire annually but shall be eligible for re-election by ballot at the Annual General Meeting.
 - 4.2. All Officers shall be ex-officio members of the Committee and have full voting rights.
 - 4.3. The posts of any one of the Secretaries and Honorary Treasurer may be held by one person.
 - 4.4. 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. **COMMITTEE.** The business and affairs of the Society shall be managed by a Committee, consisting of the Officers and up to twelve ordinary members, which may regulate the conduct of its business in such manner as it thinks fit.
 - 5.1. Each ordinary Committee member shall be elected for a term of three years. Three of the ordinary members shall retire annually from the Committee - namely those who at the date of retirement have been longest in office. As between ordinary members who were appointed to the Committee on the same day, those to retire shall be determined by lot. Retiring members may seek re-election.
 - 5.2. Five, including at least one Officer, shall form a quorum.
 - 5.3. The Chairman of the meeting shall, in the event of an equality of votes, have the casting vote.
 - 5.4. Members of the Society shall not be eligible to stand for election to the Committee until they have been fully paid-up members for a minimum **of one year.**
 - 5.5. If any member of the Committee shall have been absent from three consecutive meetings of the Committee without satisfactory explanation, his name shall be struck off the list of Committee members and the Committee may appoint a replacement until the next Annual General Meeting.
 - 5.6. Vacancies in the Committee caused by resignation, retirement, death or other reason, shall be filled at the next Annual General Meeting except that the person so selected will only serve for the term of the person he replaces.
6. **POWERS OF COMMITTEE.** The Property and Management of the Society shall be vested in the Committee jointly, who shall have power at any time to call a General Meeting of the Society to arbitrate in disputed matters, to vote prizes or subscriptions to any Field Trial Meeting, and to appoint an Executive from amongst their members, also to appoint sub-committees and to carry on the general business of the Society, and shall have full power to act on any matters not covered by these rules.

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- 6.1. The Committee shall have the power to deal with any questions which may arise and are not provided for by the Rules, and to **fill any** vacancy occurring in their number between General Meetings
- 6.2. Honorary Vice-Presidents and Honorary Members may be elected for life at an Annual General Meeting on the recommendation of the Committee. Notice of a proposal to elect an Honorary Vice President or Honorary Member must appear on the Agenda of the Annual General Meeting. Honorary Vice-Presidents and Honorary Members shall have all rights and privileges of membership. They will not normally attend Committee or Sub-Committee Meetings, but if they are invited to do so, they will have no vote. They shall not be liable to pay subscriptions but will not have an automatic right to run in Field Trials and must pay entry fees should they be offered a run.
7. **MEMBERSHIP.** Each candidate for admission must be proposed by one paid up member and seconded by another.
 - 7.1. The Proposer cannot be the husband or wife/partner of the **candidate or of the** Secunder.
 - 7.2. The application will be presented to a subsequent Committee Meeting for approval. In order to avoid delay, members may be elected by circulation to Committee and approved providing no objection has been received by the **Membership Secretary** within fourteen days.
 - 7.3. The election of members shall be **vested** solely in the Committee. If there is lack of unanimity acceptance of the member will be determined by ballot.
 - 7.4. No member shall be entitled to be present **at**, to take part in any proceedings or vote in any General Meeting, or to nominate, to be nominated, to be elected, or if elected take office as a member of the committee if he/she is in debt to the Society for a period in excess of two months
 - 7.5. It is a condition of membership that members agree to their personal details being held on computer. Such details will be confined to members' names, addresses, telephone numbers, email addresses, and breed(s) of dog(s) owned. No personal information will be divulged to an outside body other than the Kennel Club.
8. **VOTING RIGHTS**
 - 8.1. Each member shall be entitled to one vote. Postal/proxy votes are not allowed.
 - 8.2. Voting shall be as decided by the majority of the Meeting.
 - 8.3. Only paid-up members may vote at the Annual General Meeting and Special General Meetings.
9. **RESIGNATION OF MEMBERS.** Any member may withdraw from the Society at any time on giving notice to the Hon. Secretary, provided always that such member shall be liable for his subscription for the current year in which he gives notice.
10. **EXPULSION OF MEMBERS**
 - 10.1. Any member who shall be suspended by the Kennel Club Rule A42.j(5) and/or any member whose dog(s) is/are disqualified under Kennel Rule A42j(9) shall ipso facto cease to be a member of the Society.
 - 10.2. If the conduct of any member shall, in the opinion of the Committee of the Society, be injurious or likely to be injurious to the character or interests of the Society, the Committee of the Society may, at a meeting, the notice convening which includes as an object the consideration of the conduct of a member, determine that a Special General Meeting of the Society shall be called for the purpose of passing resolution to expel him/her.
 - 10.3. Notice of the Special General Meeting shall be sent to the **member concerned**, giving particulars of the complaint and advising **him/her** of the place, date and hour of the meeting and that **he/she** may attend and offer an explanation.

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- 10.4. If at that meeting a resolution to expel is passed by a two-thirds majority of the members present and voting, his/her name shall be forthwith erased 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 from the date of such meeting appeal to the Kennel Club upon and subject to such conditions as the Kennel Club may impose.
- 10.5. If the Society expels any member for discreditable conduct in connection with dogs, Trials or Competitions, the Society must report the matter in writing to the Kennel Club within seven days and supply any particulars required.

11. GENERAL MEETINGS.

- 11.1. The Annual General Meeting of the Society shall be held within 15 months of the previous one, on a date fixed by the Committee.
- 11.2. The Honorary Secretary shall be bound to call an Extraordinary General Meeting at any time should he/she be required to do so in writing by not less than six members, and the Committee shall have power of calling an Extraordinary General Meeting whenever they think it desirable.
- 11.3. Any resolution passed, either at the Annual General Meeting, or at an Extraordinary General Meeting, can only be altered or rescinded at a subsequent General Meeting, due notice having been given to members.

12. AMENDMENTS TO THE RULES.

The Rules of the Society may not be altered by the Society except at the AGM or a SGM, notice of which includes details of the proposal to alter the Rules

- 12.1. Any proposed alteration to the Rules may not be brought into effect until The Kennel Club has been advised and approved the alteration.
- 12.2. New Rules or amendments introduced specifically to meet The Kennel Club requirements shall be adopted immediately and included in The Society's constitution with effect from The Society's Annual Meeting.

13. COMMITTEE MEETINGS.

The Honorary Secretary, in conjunction with the Chairman, shall have the power to summon a Sub-Committee Meeting by giving seven days' notice.

- 13.1. Meetings of the Committee shall be held not less than once a year.

14. METHOD OF CONDUCTING BUSINESS.

- 14.1. At every Meeting, whether General or of the Committee, the Minutes of the previous meeting shall be read, if not previously circulated, and confirmed.
- 14.2. At least 14 days' notice shall be **given** of a General Meeting (with an Agenda of the business to be transacted) and seven days of a Committee Meeting but if it is deemed necessary, a Committee Meeting may be called at a shorter notice
- 14.3. **Only business which is contained** in the Agenda, other than **routine matters**, shall be considered at any General or Committee Meeting.
- 14.4. The Chairman or, in his absence a Vice-Chairman, shall preside at every meeting and shall have a casting vote in the event of a tie taking place.
- 14.5. The accidental omission to give notice to any member of the Society or of the Committee, and the non-receipt by any member of any such notice shall not affect the validity of the proceedings of such meeting.

15. ACCOUNTS.

- 15.1. The financial year of the Society shall be from 1st February until the 31st January the following year.
- 15.2. Bank or Building Society Accounts shall be held in the name of the Society into which all revenues of the Society shall be paid.

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15.3. Withdrawals shall only be made on the signature of two Officers one of whom shall be the Treasurer. **Authorised signatories for the purposes of making payments or transfers from the Society's Bank or Building Society accounts shall be the Chairman, the Honorary Secretary and the Honorary Treasurer.**

15.4. The accounts shall be presented to the Annual General Meeting of the Society.

15.5. A qualified Accountant, or two lay-people with accounting experience, will be appointed **by the Committee** to verify the accounts annually.

15.6. All expenses **incurred** on behalf of the Society must be submitted to and approved by at least one Officer of the Society.

16. SUBSCRIPTION.

16.1. The Annual Subscription **and a one-off Membership Fee** shall be **such an amount** as determined from time to time by the Committee **approved** by members at the Annual General Meeting and notified to the Kennel Club. The Annual Subscription shall be payable on the 1st January, at a sum determined from time to time by the Committee and **approved** by members at the AGM

16.2. Any member whose subscription is not paid in full by 31st January shall ipso facto cease to **be entitled to any of the privileges of membership** and if the member shall fail to pay the outstanding subscription by the following 31st March they shall thereafter cease to be a member of the Society. They may be reinstated at any time by the Committee, however, on furnishing what **the Committee** considers to be a satisfactory explanation and paying all arrears of subscription. No member whose subscription is in arrears shall be entitled to vote at any meeting or win any special prize offered by the Society.

17. KENNEL CLUB.

17.1. The Cambridgeshire Field Trial Society recognises the Field Trial Council in all matters of dispute relating to Field Trials, and recognises that the Kennel Club is the final authority for interpreting the rules and regulations of the Society and in all matters relative to Canine or Society matters.

18. ANNUAL RETURNS TO THE KENNEL CLUB.

18.1. The Officers acknowledge that during the month of January each year, Maintenance of Title Fee will be forwarded to the Kennel Club by the Secretary for the 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 be forwarded to the Kennel Club.

18.2. The Officers also acknowledge their duty to inform the Kennel Club of any change of Secretary of the Society which may occur during the course of the year.

19. **FEDERATION OF SOCIETY OR CLUBS.** The Society shall not join any Federation of Societies or Clubs.

20. SOCIETY PROPERTY.

20.1. The property of the Society shall be vested in the Committee. In the event of the Society ceasing to exist for any cause, all Challenge Cups, etc., the property of the Society, which have not been won outright, and the assets of the Society shall be disposed of at the discretion of the Committee.

20.2. A final statement of accounts with a record of the disposal of the property of the Society shall be forwarded to The Kennel Club within six months, and the persons named as Officers and Committee of the Society on the last Return furnished to The Kennel Club will be held responsible by The Kennel Club for the proper winding up of the Society.

20.3. All cups and trophies awarded must remain in the United Kingdom.