

THE RULES
OF
THE LONDON & HOME COUNTIES TERRIER CLUB (2016)

1. NAME & OBJECTS

The club shall be called THE LONDON AND HOME COUNTIES TERRIER CLUB and its objects shall be to promote the interests of all Terrier Breeds in London and the Home Counties i.e. the County of London, Essex, Hertfordshire, Middlesex, Cambridgeshire, Bedfordshire, Suffolk, Buckinghamshire, Berkshire, Hampshire, Surrey, Sussex and Kent. By holding Shows, Matches, Demonstrations and Meetings and any other means that may appear useful.

2. OFFICERS & COMMITTEE

The Club shall consist of Life Vice President/s, President, Hon. Secretary, Hon Treasurer, Chairman, Vice Chairman, and General Committee of twelve (12) and an unlimited number of members.

2a LIFE VICE PRESIDENTS

The Club shall have the power to honour those members who have given long & distinguished service by electing them to be Life Vice Presidents. Candidates for this honour shall be nominated by members and shall be elected at the Annual General Meeting of the Club. Life Vice Presidents shall enjoy the privileges of membership without payment of subscription

The Officers and Committee of the Club must reside within the area specifically served by the club. Members may be from anywhere in or outside the United Kingdom.

3. COMMITTEE

The management of the Club shall be in the hands of the Officers of the Club and a Committee consisting of twelve (12) members, whom shall retire after an elected period of (4) years, but will be eligible for re-election..

A President shall be elected by the Members to hold office for a period of four (4) years and may attend meetings in an advisory capacity.

The Vice Chairman shall be elected annually by the committee from among the elected members of the committee at the first meeting after the Annual General Meeting.

The following officers shall have no voting rights, Life Vice President.

Meetings of the Committee shall be held as often as deemed necessary but at least every three (3) months.

Any Officer or Member of the Committee failing to attend three consecutive meetings of the Committee without a reasonable explanation which is acceptable to the committee shall be deemed to have resigned.

A quorum for a General Committee meeting shall be five (5), or at least 50% of the current committee of which two (2) must be Officers.

If a meeting is held which is not quorate and the business adjourned, a subsequent meeting to deal with the business in hand may be called within 14 days and the number attending must constitute a quorum.

The Committee shall have the power to co-opt members on to the Committee in the event of positions becoming vacant between 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. Co-opted committee members shall have full voting rights at Committee meetings.

No individual who has been a member for less than three (3) months may be elected to the Committee.

The General Committee to be responsible for policy and programme decisions, and shall be empowered to arbitrate in disputed matters.

The General Committee shall have the power to appoint sub-committees (executive committees) for Specific Purposes and appoint non committee members to assist in the general running of the Club.

3a. SUB-COMMITTEE (EXECUTIVE COMMITTEE) MEETING

Four (4), to form a quorum at Sub-Committee, (Executive Committee) Meetings. Sub-Committee meetings should include one officer and minutes taken for presentation to the General Committee at the subsequent meeting.

4. ELECTION OF MEMBERS

Candidates for membership shall be elected by the General Committee at the meeting following their application in writing and with payment of subscription. Any person applying for Membership will agree to abide by the Kennel Club code of Ethics.

5. MEMBERS AND ADDRESSES

The club shall consist of an unlimited number of members, whose names and contact details may be used responsibly by the Secretary & Membership Secretary in cognisance of data protection requirements.

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 the Annual Returns.

6. VOTING RIGHTS

Each member shall be entitled to one vote immediately upon acceptance of membership.

Postal and Proxy Votes are not allowed.

Voting will be by a show of hands or ballot as appropriate.

Partners of a Joint Membership shall have one vote each. Joint membership shall be confined to two persons.

Junior Membership is open to all under the age of 16. Junior Members may automatically convert to regular membership on January 1st following their 16th birthday. Junior members enjoy all the privileges of the Club except the right to vote and to hold Office.

7. CLUB PROPERTY

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.

A final statement of accounts with a record of the disposal of the property of the Club shall be forwarded to the Kennel Club within six (6) months and the persons named as Officers and Committee of the Club, will be held responsible by the Kennel Club for the proper winding up of the Club.

8. CLUB ACCOUNTS

a. A Banking Account will be held in the Name of the Club at a designated Bank into which all revenue of the Club shall be paid and from which withdrawal shall only be made on the signatures of two of the following, Chairman, Hon. Treasurer and Hon. Secretary. The financial year of the Club shall start on 1st January and end on the 31st December of each year.

b. Certification of accounts will be carried out by one accountant or two individuals with accountancy experience. Those undertaking the certification must be independent from those who prepared the accounts.

c. A copy of the annual statement of accounts for the last financial year which will be certified in accordance with the rules of the society will be made available from the Treasurer on request to members 14 days prior to the AGM. Additionally, the annual statement of accounts will be available for inspection by members at the Annual General Meeting.

9. SUBSCRIPTIONS

The Annual Subscription fee shall be such an amount as agreed by Members at a General Meeting and notified to the Kennel Club, payable to the Hon. Treasurer and due on January 1st each year for the following year.

No member whose subscription is unpaid is entitled to any privileges of membership and if the Member shall fail to pay outstanding subscriptions by 31st January his/her name will be automatically erased from the register. Acceptance back on the register will be dependent upon a new application and payment of arrears.

Members elected after 31st October shall be deemed to have paid for the following year.

Once members have been accepted for membership, providing they continue to pay their membership subscription 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 register is by following the procedure defined in rule ten (10).

10. EXPULSION OF MEMBERS

Any member who shall be suspended 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.

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. They 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.

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.

11. FINANCIAL YEAR/ANNUAL GENERAL MEETING

The financial year of the Club shall be from the 1st January to 31st December. The Annual General Meeting shall be held on or before 30th April.

12. ANNUAL GENERAL MEETING

This rule must specify the following:-

- a. Nature of Business to be conducted:-
 - e.g. To receive the report of the Committee and Balance Sheet, to elect Officers and committee and to discuss any resolution duly placed on the agenda of which prior notice has been given to the Hon. Secretary. No Business shall be transacted at an Annual General Meeting unless notice thereof appears on the agenda, with the exception of routine matters of those, which in the opinion of the Chairman of the Meeting are urgent.
- b. The membership to be notified in writing, by post, email, or in the Canine Press and via the Club Internet Site at least 28 days before the meeting.
- c. All proposals and Items for inclusion on the Agenda must be in the hands of the Hon. Secretary in writing at least 14 days before the meeting.
- d. Copies of the Agenda will be available at the meeting or on request 14 days beforehand.
- e. All proposals placed on the Agenda shall be proposed and seconded by paid-up Members of the Club.

12a SPECIAL GENERAL MEETINGS

A Special General Meeting shall be summoned by the Hon. Secretary if 14 Members send a signed requisition stating the subject to be discussed and requesting a Special General Meeting to do so. The Committee of the Club is also empowered to call a Special General Meeting. No business other than that detailed on the Agenda can be discussed at a Special General Meeting.

A Special General Meeting will be convened by the Hon. Secretary twenty eight (28) clear days from the receipt of requisition outlining the proposal/item for the Agenda. The membership of the Club will receive fourteen (14) days notice of a Special General Meeting and shall be informed of such meeting by posted letter.

13. AMENDMENTS TO RULES

The Rules of the Club may not be altered except at a General Meeting, The notice for which contains specific proposals to amend the Rules.

Any proposed alteration to the Rules may not be brought into effect until the Kennel Club has advised and approved the alteration.

14. ANNUAL RETURNS TO THE KENNEL CLUB

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 continuance of Registration and that by the 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.

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.

15. THE KENNEL CLUB FINAL COURT OF APPEAL

The Kennel Club shall be the final court of appeal in all matters of dispute.

17. FEDERATION OF SOCIETIES OR CLUBS

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

16. UNDISCHARGED BANKRUPT

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

Amended 28/3/2015 & approved by the Kennel Club with the amendments as read at the AGM on 10/4/2016

Kennel Club Code of Ethics

All breeders who register their puppies, and new owners who register ownership of their dogs with the Kennel Club, accept the jurisdiction of the Kennel Club and undertake to abide by its general Code of Ethics.

Breeders/Owners:

- Will properly house, feed, water and exercise all dogs under their care and arrange for appropriate veterinary attention if and when required.
- Will agree without reservation that any veterinary surgeon who performs an operation on any of their dogs which alters the natural conformation of the animal, or who carries out a caesarean section on a bitch, may report such operations to the Kennel Club.
- Will agree that no healthy puppy will be culled. Puppies which may not conform to the Breed Standard should be placed in suitable homes.
- Will abide by all aspects of the Animal Welfare Act.
- Will not create demand for, nor supply, puppies that have been docked illegally.
- Will agree not to breed from a dog or bitch which could be in any way harmful to the dog or to the breed.
- Will not allow any of their dogs to roam at large or to cause a nuisance to neighbours or those carrying out official duties.
- Will ensure that their dogs wear properly tagged collars and will be kept leashed or under effective control when away from home.
- Will clean up after their dogs in public places or anywhere their dogs are being exhibited.
- Will only sell dogs where there is a reasonable expectation of a happy and healthy life and will help with the re-homing of a dog if the initial circumstances change.
- Will supply written details of all dietary requirements and give guidance concerning responsible ownership when placing dogs in a new home.
- Will ensure that all relevant Kennel Club documents are provided to the new owner when selling or transferring a dog, and will agree, in writing, to forward any relevant documents at the earliest opportunity, if not immediately available.
- Will not sell any dog to commercial dog wholesalers, retail pet dealers or directly or indirectly allow dogs to be given as a prize or donation in a competition of any kind. Will not sell by sale or auction Kennel Club registration certificates as stand alone items (not accompanying a dog).
- Will not knowingly misrepresent the characteristics of the breed nor falsely advertise dogs nor mislead any person regarding the health or quality of a dog.
- 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, as appropriate.
