

SOUTHERN GOLDEN RETRIEVER SOCIETY

CLUB RULES 2015

1. NAME & OBJECTS

- 1.1. The name of the Society shall be the Southern Golden Retriever Society.
- 1.1.1 The Society shall cover the area of Kent, East Sussex, West Sussex, Surrey, Hampshire and London, south of the River Thames. Membership is not restricted to this area.
- 1.2. The object of the Society shall be for the benefit of its Members in the pursuit of increasing the knowledge of, the general improvement of, and the general welfare of the Golden Retriever in competition and general management, including, but not limited to: -
 - a) Basic domestic ownership, the KC General Code of Ethics and promotion of the Good Citizen Dog Schemes.
 - b) Training for competing, judging and stewarding in Showing, Working Trials, Working Tests, Obedience, pet obedience, Agility, Field Trials where demand is justified.
 - c) Encourage and promote the breeding of Golden Retrievers of true type, temperament and working ability in accordance with the Kennel Club Breed Standard.
 - d) Increase and promote the understanding of all aspects of breeding (including pedigree and genetics).
 - e) Encourage Members to observe the Society's Breeding Code of Conduct and promote the advantages of this to potential owners.
 - f) Increase and promote the understanding of, and support research into, the health and general welfare of the Golden Retriever
 - g) Ensure a rescue service is provided for Golden Retrievers within the area defined as that covered by the Society.
 - h) Organise Working Events (as in 1.2.b) and Shows
 - i) Organise seminars of an educational nature
 - j) Organise meetings of a social nature
 - k) Promote activities and fundraising in support of charities or charitable works or activities
 - l) Represent Members at higher levels in the Canine world.
- 1.3. The Society shall not be classed as a trading business, and will be structured in the most efficient manner allowable to comply with 1.2. All profits, income and donations from any source, function or activity shall be maintained for the benefit of Members as described in 1.2, or in support of charities or charitable works and activities approved by the Executive Committee.

2. ELECTION AND RIGHTS OF MEMBERS

- 2.1 The Society shall consist of an unlimited number of Members with single or joint membership
- 2.1.1 Each single Member and each Member of a Joint Membership shall have one vote immediately on approval of Membership. No proxy votes shall be allowed and voting shall be by secret ballot where specified or by show of hands at a Meeting if so decided by consensus. Unless otherwise specified the result of a simple majority shall determine voting.
- 2.1.2 All members shall abide by these rules, and those of the Kennel Club.
- 2.2 The Membership Co-ordinator shall maintain a record of Members names and addresses and shall make this list available for inspection if so requested by the Members of the Society or the Kennel Club. This record shall also be included in the Annual Returns to the Kennel Club.

- 2.3 Applications for Membership shall be made on the Society's official application forms and be duly proposed and seconded by two fully paid up Members of the Society. Applications shall be submitted to the Honorary Secretary for consideration and approval by show of hands by the Executive Committee at any of its meetings. No applicant (including additional applicants forming joint membership) shall be deemed a Member until approved by the Executive Committee and payment of the appropriate subscription.
- 2.4 The Annual Subscription shall be such amount as is recommended by the Executive Committee and agreed by the Members in a General Meeting and notified to the Kennel Club.
- 2.5 An application approved and whose appropriate subscription is paid on or after 1st October will be granted membership to the end of the following calendar year.
- 2.6 Subscriptions are renewable on 1st January, any Member whose subscription renewal is unpaid by 1st March is not entitled to any of the privileges of membership and if the Member shall fail to pay outstanding subscriptions by 1st March his/her name shall be automatically erased from the register. Reinstatement to the register will be dependant upon a new application being submitted in accordance with these Rules.
- 2.7 Any Member may withdraw from the Club at any time on giving notice of 28 days to the Secretary provided that such Member shall be liable for his/her subscription for the current year in which notice is given and he/she shall have no further claim upon any property or funds belonging to the Club. Any property belonging to the club must be returned before notice can be accepted. This applies equally to any Member expelled.
- 2.7.1 Once membership has been approved, provided subscriptions have been paid at the correct time, renewal of membership shall not be refused. With the exception of default on subscriptions, or resignation, a member may only be removed from the Club's register by following the procedure defined in section 9 of these Rules.
- 2.8 The Executive Committee may propose candidates for Honorary Life Membership but an offer shall not be made until ratified by the Annual General Meeting.

3 MANAGEMENT OF THE SOCIETY

- 3.1 Management of the Society shall be the responsibility of an Executive Committee consisting of not more than fifteen (15) Members, plus seven Officers of the Society, namely a President, Two Vice-Presidents, a Chairman, a Secretary, Show Secretary, and a Treasurer. The above named Officers shall be ex officio members of the Executive Committee with no voting rights. Two thirds of the Officers and Executive Committee must reside in Kent, Surrey, East Sussex, West Sussex, Hampshire or London south of the River Thames.
- 3.1.1 The President, Two Vice-Presidents, Chairman, Secretary, Treasurer and Show Secretary shall retire annually but shall be eligible for re election by secret postal ballot.
- 3.1.1.1 Role of Ex Officio Officers.
- The President and Vice-Presidents of the Society are an Honorary roles where the experience and standing of the person is utilised to assist the Officers of the Society and the Executive Committee and to promote the club and it's aims generally.
- The Chairman's role is to direct, manage and guide the Officers and Executive Committee in the day-to-day management of the Society and to lead the Society generally in following the current and future aims and objectives of the Society. The chairman is responsible for submitting an Annual Report of the Society's activities at the Annual General Meeting. The chairman (or his delegate) also has a casting vote in the event of a tie in all voting matters and is expected (but not compelled) to maintain the status quo in so doing.
- The Secretary is responsible for the administration of the Society's Events and Meetings and is the primary contact for all correspondence with the Executive Committee. The Secretary is ultimately responsible for any devolved secretarial duties such as Show, Field Trial, and Membership.

The Treasurer is responsible for all financial matters of the Society and ensures compliance with “best practice” accounting principles. This officer is responsible for tendering certified accounts at the Annual General Meeting. The Treasurer is ultimately responsible for any financial sub-committees.

- 3.1.2 Five (5) Members of the Executive Committee shall retire annually but shall be eligible for re-election by secret postal ballot of all members. If a completely new Committee is elected in any year, the five (5) candidates receiving most votes shall serve initially for three years, the five (5) candidates receiving the next highest votes shall serve initially for two years, and the five (5) candidates receiving the next highest votes shall serve initially for one year.
- 3.1.3 Annually at the first Executive Committee Meeting after the AGM, the Executive Committee shall elect a Committee Member to act as Vice-Chairman to Chair meetings on the occasions of the absence of the Chairman. For rare occasions where neither can attend a meeting, a Vice-Vice-Chairman will be elected at that meeting. A secret ballot may be employed should there be more than one candidate.
- 3.1.3.1 Annually the Executive Committee shall elect all relevant posts. Should a non-committee member be co-opted onto the Executive Committee for any of these posts, they shall not be eligible to vote at Executive Committee Meetings and may be required to leave the meeting for non-relevant agenda items.
- 3.1.4 Not more than TWO persons in a family or partnership can serve on the Executive Committee at the same time. Not more than one person in a family or partnership can serve as Officers at the same time
- 3.1.5 Any Executive Committee Member who is absent for two consecutive Committee meetings or whose attendance at Committee Meetings or Society events falls below 75% in each year without satisfactory explanation may be required to resign from the committee.
- 3.1.6 Meetings of the Executive Committee shall be held up to six (6) times a year or more frequently if necessary and eight (8) Executive Committee Members (not including the Officers) shall form a quorum for the transaction of business. Every meeting must have a Chairman/Vice Chairman and minutes must be taken.
- 3.1.7 In the event of the resignation of an Executive Committee Member during the year the Member next in order on the voting list for that year may be invited to join the Committee until the next Annual General Meeting. In the event of the resignation of an Officer during the year the Executive Committee may appoint an Executive Committee member as an Acting Officer until the next Annual General Meeting.
- 3.1.8 In the event that there are no unsuccessful candidates on the voting list for that year, or if the unsuccessful candidates are unwilling to serve, the Executive Committee may co-opt a Member to fill the vacancy until the next Annual General Meeting. If a co-opted Member wishes to stand for the vacancy for the next term he/she will require nomination in the manner detailed in rule 4.1.
- 3.1.9 The Executive Committee shall have power and authority to deal with any question or issue that may arise and is not provided for in these Rules.
- 3.1.10 Complaints from Members concerning any issue including the management of the Society should, in the first instance, be submitted in writing to the Secretary for consideration by the Executive Committee at its next Meeting. The Committee shall respond to any and all complainants within 10 days of the next meeting. All complaints will be acknowledged within 7 days of receipt.
- 3.1.11 The Kennel Club shall be the final court of appeal in all matters of dispute.

4 ELECTION OF OFFICERS AND COMMITTEE

- 4.1 Any fully paid up Member of the Society of 3 years' standing may propose another fully paid up Member of ONE year's standing for any office or for the Executive Committee provided that the name of the candidate (with their signature of willingness), together

with the names and signatures of the proposer and seconder be notified in writing to the Secretary a minimum of 28 days before the Annual General Meeting.

- 4.2 Officers or Executive Committee Members who are standing for re-election shall not require proposing and seconding each year. For the purposes of this rule, an unsuccessful candidate who joins the Committee (see Rule 3.1.7) shall not be deemed to be standing for re-election.
- 4.3 No person whilst an undischarged bankrupt may serve on the Committee or hold any other office or appointment within the Society or within any other Kennel Club Registered Society.
- 4.4 Candidates for election to the Executive Committee will be appointed based on a simple majority vote by secret ballot of all members and announced at the Annual General Meeting.

Previous rule relating to age deleted from 4.1.1

5 RUNNING OF THE DAY TO DAY AFFAIRS OF THE SOCIETY

- 5.1 A Bank Account shall be held in the name of the Southern Golden Retriever Society into which all revenues of the Society shall be paid. This Account may be supported by additional Accounts approved by the Executive Committee. The account may also contain any number of individual funds designated for specific purposes; ring fenced for appropriate items of expenditure approved by the Executive Committee. All cheques and withdrawals (excepting inter-account transfers*) shall require two signatures of approved signatories (which shall include the Chairman, the Secretary and the Treasurer, and any other Executive Committee Member appointed from time to time by the Executive Committee as appropriate). The latest bank account statement shall be presented at every Executive Committee Meeting. (*one signature is sufficient)
- 5.1.1 Any separate legal entities formed under the parent Society as recommended by the Executive Committee following professional advice and approved by Members at a General Meeting, or by secret postal ballot, shall maintain a bank account in it's name into which all revenues of that legal entity shall be paid. This account may be supported by additional Accounts approved by the Executive Committee/Trustees of that legal entity. All cheques and withdrawals (excepting inter-account transfers*) shall require two signatures of approved signatories. (* one signature is sufficient)
- 5.2 The Financial Year of the Society shall be from the 1st day of January to the last day of December.
- 5.2.1 The Society's Accounts and those of any other legal entity set up by the Society, must be certified annually by one qualified accountant or two unqualified individuals with accountancy experience or by a reputable Accounting Company qualified for such business nominated annually by the Executive Committee and approved by the Members at the Annual General Meeting. Those undertaking the certification must be independent from those who prepare the accounts. Full details of the nominee(s) shall be published with the Agenda for the Annual General Meeting.
- 5.3 The Officers acknowledge that during the month of January each year Maintenance of Title Fee shall 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 Registered Societies, Branches of Registered Societies and Breed Councils and the Affiliation of Agricultural Societies and Municipal Authorities shall be forwarded to the Kennel Club.
- 5.4 The Officers also acknowledge their duty to inform the Kennel Club of any changes of Secretary of the Society which may occur during the course of the year.
- 5.5 The Executive Committee shall annually approve in accordance with current Kennel Club requirements a Society List of Judges whom it considers competent to officiate under Kennel Club Rules at Championship and Open Shows.

- 5.6 The Executive Committee shall have the power to: -
- (a) Call a General meeting of the Society at any time provided that not less than twenty one (21) days notice in writing is given by the Secretary to every Member of the Society;
 - (b) Appoint sub-committees, which may include co-opted Members;
 - (c) Propose recommendations to the Membership of the Society at the Annual General Meeting;
 - (d) Manage the general business of the Society;
 - (e) Approve or decline applications of membership to the society;
 - (f) Represent the Society at Breed Council and Kennel Club or Kennel Club approved bodies.
- 5.6.1 A Finance sub-committee shall be appointed by the Executive Committee and shall consist of at least three members of the Committee. Co-opted specialists shall be appointed if, as and when required.
- 5.6.2 A Judging sub-committee shall be appointed in accordance with K.C. rules by the Executive Committee and shall consist of at least 25% Committee members and at least 75% people with relevant K.C. qualifications.
- 5.6.3 The posts of Field Trial Secretary and Membership Co-ordinator (and any additional posts) shall be appointed by majority vote at the first Executive Committee Meeting following the Annual General Meeting.
- 5.7 The Executive Committee shall have the power to deal with all expenses incurred on behalf of Members and to defray a proportion of expenses necessarily incurred by Executive Committee Members in carrying out approved duties.
- 5.7.1 The Executive Committee shall consult the Membership before any extraordinary expenditure is made from the General Fund. The ordinary limit shall initially be set at £2500 and reviewed at the Annual General Meeting.
- 5.7.2 Items requiring extraordinary amounts of expenditure will be recommended to members in the first instance and will be paid subject to a majority vote approving such items. This may be performed by postal ballot or at a General Meeting.
- 5.8 The Executive Committee shall have the power and authority to deal with any questions/issues which may arise and which are not clearly provided for in these Rules.
- 5.9 The Society shall not join any Federation of Societies or Clubs. (Affiliation to B.A.S.C., O.R.B., and F.S.S. as a Group Supporter Organisation does not involve submission to any jurisdiction other than that of the Kennel Club and is not in breach of Kennel Club regulations and is therefore permissible.)
- 5.10 The Executive Committee shall be accountable to the Kennel Club for the proper management of the Society, including disposal of assets as described in 7.3.1.

6 GENERAL MEETINGS

Annual General Meeting

- 6.1 The Annual General Meeting of the Society shall be held on a date to be determined by the Executive Committee but not later than 1st April. Preliminary notice of the Annual General Meeting shall be sent out to Members not less than six (6) weeks beforehand and any matter to be included on the Agenda must be received by the Secretary at least twenty-eight (28) days before the meeting. No business shall be transacted at the Annual General Meeting other than that which appears on the Agenda or items that, in the opinion of the Chairman of the Meeting, are urgent. The quorum for all general meetings shall be 30. Draft Minutes of the AGM will be published in the Yearbook, and shall be approved at the next General Meeting. Admission to any General Meeting may require proof of identity.
- 6.1.1 An Annual Report shall be drawn up by the Chairman in consultation with the Secretary covering all entities and activities of the Society and shall be presented at the Annual

General Meeting for approval. Individual detailed reports (not requiring approval) from the various offices will follow the Treasurer's report.

- 6.1.2 Copies of the Society's (and any entities set up by it) Certified Accounts together with a copy of the appropriate Certifications will be available at the Society's Annual General Meeting, to the Membership on request at least 14 days prior to the Annual General Meeting and subsequently circulated to Members. The Accounts of all entities set up by the Society will be presented to the relevant Annual General Meeting by the Treasurer(s) for approval.
- 6.1.3 No resolution other than the adoption of the Chairman's report and the Audited Accounts as presented by the Treasurer shall be moved at the Annual General Meeting unless notice of a resolution signed by the Members who propose and second it has been received by the Secretary at least twenty eight (28) days before the Annual General Meeting. The Members shall be required to print as well as sign their names in order that the Secretary may check the validity of their Membership. The exact wording of the proposed resolution to be voted upon must be contained in the request to the Secretary.
- 6.1.4 It is the duty of the Officers of the Society to ensure that the Kennel Club is aware of the Month in which the Society holds its Annual General Meeting and is notified of any subsequent amendments to that date.

Special General Meetings

- 6.2 The Secretary shall be bound to call a Special General Meeting at any time if he/she shall be required to do so in writing by not less than 10% (Ten Per Cent) of the Membership as stated at the previous Annual General Meeting. Each signatory shall be fully paid up Members who have duly signed the request, which must stipulate the nature of the business, an Agenda including clearly worded resolutions, which shall be carried or rejected by simple majority voting by members present. The quorum for all general meetings shall be 30. The Members shall be required to print as well as sign their names in order that the Secretary may check the validity of their Membership. Changes to the Society's Rules shall be subject to Rule 6.3.1. The Committee of the Society is also empowered to call a Special General Meeting. Admission to any General Meeting may require proof of identity.
- 6.2.1 The Special General Meeting must be held within forty (40) days of the receipt of the request and not less than twenty-one (21) clear days notice shall be given in writing to the Members.
- 6.2.2 Notice to the Members must contain information concerning the Meeting and the business to be conducted, including exact wording of any proposed resolutions.
- 6.2.3 No business other than that named in the notice may be discussed at the Meeting. No material amendments to resolutions shall be permissible after the Secretary has dispatched notice.
- 6.3 The Rules of the Society shall not be altered except at an Annual General Meeting or at a Special General Meeting, the notice for which shall contain specific proposals to amend the Rules. Any approved alteration shall not be brought into effect until the Kennel Club has been advised and approved the alteration.
- 6.3.1 New rules or amendments introduced by the Executive Committee specifically to meet Kennel Club requirements shall be adopted immediately by the Society and be included in the Society's Constitution at the Society's next General meeting. Notice of these rule changes will be made to all members as soon as possible.

7. PROPERTY OF THE SOCIETY

- 7.1 Responsibility for the entire property of the Society shall be vested in the Executive Committee jointly.
- 7.2 Donations or bequests made to the Society or any legal entity set up by it and approved by its members shall comply with the stated aims of the Society, within the constraints of English Law and relevant regulatory body. Where specific instructions conflict with

these aims, donations or bequests may be declined. The Executive Committee/Trustees shall be authorised to decline or accept such donations or bequests.

- 7.2.1 Cups, Trophies and gifts donated to the Society shall be deemed to be outright gifts to the Society and the Donor shall be asked to sign a release to this effect.
- 7.3 In the event of the Society being wound up, the property shall, after all the Society's liabilities have been dealt with, be disposed of by the Executive Committee in the best interests of the Golden Retriever Breed. Any surviving separate entity set up by the Society may only continue operating subject to a majority vote of the Members at the Final General Meeting of the Society. Any separate entity set up by the Society not approved to continue operating shall be separately transferred/wound up in accordance with the relevant regulatory bodies or Trust Deeds and, where permissible, priority to Rule 1.2 shall be given.
- 7.3.1 On completion of the winding up of the Society a copy of the Final Audited Accounts together with a record of the disposal of the property of the Society and approved by members at a Final General Meeting 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 shall be held responsible by the Kennel Club for the proper winding up of the Society.

8 LEGAL COSTS.

- 8.1 Officers and Members of the Executive Committee shall be indemnified against any legal claims made against them in connection with the proper and lawful discharge of their duties by the terms of a Trustee Indemnity Liability Insurance Policy. The limit of the liability to be insured shall be reviewed by the Executive Committee on an annual basis.

9 EXPULSION OF MEMBERS.

- 9.1 Any Member who shall be suspended under Kennel Club Rule A42j (4) and/or any member whose dog(s) is/are disqualified under Kennel Club Rule A42j (8) shall ipso facto cease to be a Member of the Society for the duration of the suspension and/or disqualification.
- 9.2 If the conduct of any Member shall, in the opinion of the Executive Committee of the Society be injurious or likely to be injurious to the character or interests of the Society, the canine world, Dog Shows, Trials or Competitions, the Executive Committee of the Society 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 Society shall be called for the purpose of passing a resolution to expel him/her.
- 9.3 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 Society except that he/she may within two (2) 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. The Executive Committee shall, within 7 days of any expulsion, notify the Kennel Club in writing.
10. All members of the Southern Golden Retriever Society undertake to abide by the Kennel Club's general **Code of Ethics**.

Club members:

- 1) Will properly house, feed, water and exercise all dogs under their care and arrange for appropriate veterinary attention if and when required.
- 2) Will agree without reservation that any veterinary surgeon performing 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 operation to the Kennel Club.

- 3) Will agree that no healthy puppy will be culled. Puppies which may not conform to the Breed Standard should be placed in suitable homes.
 - 4) Will abide by all aspects of the Animal Welfare Act.
 - 5) Will not create demand for, nor supply, puppies that have been docked illegally.
 - 6) Will agree not to breed from a dog or bitch which could be in any way harmful to the dog or to the breed.
 - 7) Will not allow any of their dogs to roam at large or to cause a nuisance to neighbours or those carrying out official duties.
 - 8) Will ensure that their dogs wear properly tagged collars and will be kept leashed or under effective control when away from home.
 - 9) Will clean up after their dogs in public places or anywhere their dogs are being exhibited.
 - 10) 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.
 - 11) Will supply written details of all dietary requirements and give guidance concerning responsible ownership when placing dogs in a new home.
 - 12) 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.
 - 13) 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).
 - 14) 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.