

NORWICH GUNDOG CLUB CONSTITUTION

1. **NAME AND OBJECTS:** The Club shall be called Norwich Gundog Club. The objects of the Norwich Gundog Club (NGC) shall be a) to pursue both the enjoyment and excellence of gundog work and b) to provide both encouragement and expertise in the training of all types of gundogs and to offer the opportunity to test this training in competition.

2. The Club shall consist of a President, Chair, Hon. Secretary, Hon. Treasurer and an unlimited number of members.

3. **COMMITTEE:** The management of the Club shall be in the hands of the Officers of the Club and a Committee which shall consist of not less than 8 and not more than 12.

Candidates for the Committee must be proposed and seconded by two fully paid up members of the Norwich Gundog Club. Voting shall be a show of hands at the AGM. The officers of the Norwich Gundog Club, President, Chairman, Vice-Chairman, Hon. Secretary and Treasurer, shall be elected by fully paid up members of the Committee. All Members of the Committee will retire annually but may stand for re-election immediately.

All Members of the Committee shall have full voting rights. The Chairman will have casting vote. Meetings of the Committee shall be held as often as deemed necessary but at least twice a year. A quorum for Committee meetings shall be six.

The Committee shall have the power to co-opt members on to the Committee. Those co-opted shall only hold office until the next General Meeting of the Club at which an election of members of the Committee takes place.

The Committee shall have the power to deal with any question which may arise and for which provision is not made in the Constitution.

4. **ELECTION OF MEMBERS OF THE NORWICH GUNDOG CLUB:** Candidates for membership of the NGC shall be proposed by one existing fully paid up NGC Member, seconded by another, confirmed by the Committee and accepted on payment of subscription.

5. The Norwich Gundog Club must make a list of members and their addresses available for inspection if so requested by any NGC member or by The Kennel Club.

6. **VOTING RIGHTS:** Each NGC Member shall be entitled to vote immediately upon acceptance of membership of the NGC. Voting shall be by show of hands and postal/proxy votes will not be allowed.

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's assets and the outcome of the meeting notified to The Kennel Club.

8. **CLUB ACCOUNTS:** A Banking Account shall be held in the name of the Norwich Gundog Club at a bank or building society of the Committee's choice, into which all revenue of the Norwich Gundog Club shall be paid and from which withdrawal shall be made only upon the signature to two of the following: Chairman, Vice Chairman, Treasurer, Secretary. The accounts will be certified annually (by one Qualified Accountant or two unqualified individuals with accountancy experience) and present to the members at the Annual General Meeting. The auditor(s) will be elected at the Annual General Meeting for the following set of accounts.

9. **SUBSCRIPTIONS:** The annual Subscription shall be such amount as determined by the Committee and notified to The Kennel Club. No Member whose subscription is unpaid is entitled to any of the privileges of Membership and if the Member shall fail to pay outstanding subscriptions by the end of the financial year, his/her name shall be automatically erased from the register. Acceptance back onto the register shall be dependent upon a new application.

10. **EXPULSION OF MEMBERS:** 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 Norwich Gundog Club for the duration of the suspension and/or disqualification.

If the conduct of any member shall in the opinion of the NGC Committee be injurious or likely to be injurious to the character or interests of the Norwich Gundog Club, the NGC 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 NGC 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 Norwich Gundog Club except that he/she, 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.

If the Norwich Gundog Club expels any member for discreditable conduct in the connection with dogs, working tests of Field Trials, the Norwich Gundog Club must report the matter in writing to The Kennel Club within seven days and supply particulars required.

11. **FINANCIAL YEAR/ANNUAL GENERAL MEETING:** The financial meeting of the Norwich Gundog Club shall be from 2nd February to 1st February.

The Annual General Meeting shall be held before the end of April each year.

12. **GENERAL MEETINGS:**

- a The ANNUAL GENERAL MEETING shall be held to:
 - i Receive the report of the outgoing Committee and Balance Sheet.
 - ii Elect the new Committee.
 - iii Discuss any resolution duly placed on the Agenda.

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.

The members of the NGC will receive at least 14 clear days notice of the AGM in writing. Items for inclusion on the Agenda must be received by the Hon. Secretary at least 7 days before the Meeting. The Agenda will be circulated at the Meeting.

b **A SPECIAL GENERAL MEETING** shall be summoned by the Hon. Secretary if 10 or more members send a signed requisition stating the subject to be discussed and requesting a Special General Meeting to do so. The NGC Committee is also empowered to call a Special General Meeting.

Members of the NGC shall be given at least 14 clear days notice of a Special General Meeting in writing.

13. **AMENDMENTS TO RULES:** The Constitution of the Norwich Gundog Club may not be altered except at a General Meeting, the Agenda for which must contain specific Proposals to amend the Constitution. Any proposed alteration to the Rules may not be brought into effect until The Kennel Club has been 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 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 Norwich Gundog Club which may occur during the course of the year.

15. **KENNEL CLUB COURT OF APPEAL:** The Kennel Club shall be the final court of appeal in all matters of dispute.

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

17. 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.