

NORFOLK & SUFFOLK HPR FIELD TRIAL CLUB CLUB RULES

1. NAME AND OBJECTIVES

- The Club shall be called the Norfolk & Suffolk HPR Field Trial Club and its objectives are to encourage high standards in the working ability of the Hunt Point and Retrieve (HPR) breeds of gundog.
- To promote interest in training for those HPR breeds for field trials, as a working gundog, working tests and shows.
- To encourage members to work towards the perfection of the natural qualities and advance the interests of the HPR group, by encouraging sportsmanlike competition at field trails, working tests and working gundog events.
- To conduct field trials, working test, training courses and encourage owners and handlers to attend working gundog classes and training events.

2. OFFICERS AND COMMITTEE

- The Club shall be made up of the following: Three Officers: Chairman, Honorary Secretary and Honorary Treasurer plus a committee of not less than four and an unlimited number of members.
- The Chairman has the right to cast a deciding vote in the event of a tie when a vote is taken at any meeting of the Club.
- The management committee shall have the power to invite a suitable candidate to serve as President for a period of up to five years.
- The President may be called upon to act as an arbiter in matters of concern to the club should the need arise.
- The President shall not be a member of the management committee and shall not have voting rights.
- The club shall make annual ex-gratis payments as follows:

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| Honorary Secretary | £200 per year |
| Honorary Treasurer | £200 per year |
| Chairman | £50 per year |
| Field Trial Secretary | £200 per year |

3. COMMITTEE

- The management of the Club shall be in the hand of the Officers (Chairman, Secretary and Treasurer) and a committee not exceeding twelve.
- The Officers shall also be full voting members of the committee.
- The Officers shall conduct the routine business of the club, excluding policy decisions, which shall be the prerogative of the management committee.
- The Honorary Secretary and Honorary Treasurer shall be elected for a one-year term of office, but shall be eligible for re-election.
- The Chairman shall be elected for a three-year term of office, but shall be eligible for re-election.
- Nominations for officers and committee, duly proposed and seconded, shall be in the hands of the Secretary not later than 14 days before the Annual General Meeting.
- Nominees for officers and committee must have been members of the Club since its formation of for at least one year prior to the closing of nominations.

- Each nominee must sign as to his/her willingness to serve.
- Meetings of the committee shall be held as often as necessary, and five, one of whom shall be an officer of the club, shall form a quorum for the transaction of business.
- At such meetings, if vote is taken and there is a tie, the Club Chairman, if present, or Chairman of the meeting shall have the casting vote.

4. ELECTION OF MEMBERS

- There are three types of membership single, joint and junior (up to the age of 17 inclusive).
- Applications for membership shall be submitted to the committee via email by the Membership Secretary, and will be approved unless any committee member knows of a valid reason for rejecting the application. Any such reason must be notified to the committee within 7 days.
- Every member on being elected shall be sent a copy of the Rules.

5. LIST OF CLUB MEMBERS

- The club must maintain an up to date list of members and their addresses and those of Branch members where appropriate and, if so requested, make the list of names available to members of the Club or Kennel Club. A declaration of the number of Members of the Society must be made with Annual Returns.

6. VOTING RIGHTS

- Each member shall be entitled to one vote immediately on acceptance of membership.
- Postal votes/proxy votes are allowed.
- Voting shall be by secret ballot or show of hands as decided by majority at the meeting.
- The voting rights for joint members are one vote for each member of the partnership.

7. CLUB PROPERTY

- The property of the Club shall be vested in the committee and in the event of the club ceasing to exist, a general meeting shall be called to decide the disposal of any assets and the outcome of the meeting notified to the Kennel Club.

8. CLUB ACCOUNTS

- That a bank account be opened in the name of the club, into which all revenue of the club shall be paid and from which withdrawal shall only be made on the signature of two or more officers.
- The accounts shall be kept by the Treasurer and one qualified auditor or two unqualified individuals with accountancy experience unconnected to the committee, shall be appointed at each Annual General Meeting who shall certify the yearly accounts, before the Annual General Meeting.
- The Treasurer shall keep a record of monies received and paid by the club.
- The accounts shall be certified annually and a statement of accounts shall be available for inspection fourteen days prior the AGM by all club members.

9. SUBSCRIPTIONS

- The annual subscription shall be reviewed and amended by the committee as deemed necessary.
- All subscriptions payable to the Treasurer, Norfolk and Suffolk HPR Field Trial Club, by January 1st each year.
- No member whose subscription is unpaid shall be entitled to any of the privileges of membership, and if any member shall fail to pay the annual subscription by February 28th each year, the committee shall have the power to erase their name from the list of members.
- Members may, at the discretion of the committee, be re-admitted to membership on payment of the current year's fees.

10. EXPULSION OF MEMBERS

- Any member who shall be disqualified under Kennel Club Rule A11j (5) and/or Kennel Club Rule A11j (9) shall ipso facto cease to be a member of the Norfolk & Suffolk HPR Field Trial Club.
- If the conduct of any member shall, in the opinion of the committee of the club, be injurious to the character and interests of the club, the committee of the club may, at a meeting, the notice convening which includes as an object the consideration of the conduct of any 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, so that he/she may attend and offer an explanation. If at that meeting, a resolution to expel is passed by a two thirds majority of the membership 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 a meeting appeal to the Kennel Club upon, and subject to, such conditions as the Kennel Club may impose.
- If the club expels any member for discreditable conduct in connection with dogs, dog shows, trials or competition the club must report the matter in writing to the Kennel Club within seven days and supply any particulars required.

11. FINANCIAL YEAR/ANNUAL GENERAL MEETING (AGM)

- The financial year of the Club shall be from September 1st to August 31st. The AGM shall be held in September or October each year.

12. ANNUAL GENERAL MEETING (AGM) SPECIAL GENERAL MEETING (SGM)

The AGM shall be held for the following purposes:

- To receive the report of the committee and balance sheet.
- To elect officers and committee.
- To discuss any resolutions duly placed on the agenda by a paid up member of the Club, of which 14 days prior notice has been given to the Secretary.
- No business shall be transacted at the AGM unless notice thereof appears on the agenda.
- The election of officers and committee shall be either by vote, ballot of those present, or by postal ballot conducted beforehand.
- An SGM shall be summoned by the Secretary if 30 members or one quarter of the membership send a signed requisition stating the subject to be discussed.
- No business other than the matter on the agenda can be discussed at the SGM.
- The committee of the Club is empowered to call an SGM.

- NOTICE – not less than 28 days' notice of an AGM, or an SGM shall be given to members in writing.
- The agenda for any such meeting shall be available to all members not less than 14 days prior to the date of the meeting.

13. AMENDMENTS TO RULES

- The Rules of the Club shall not be altered except at a General Meeting, the notice for which contains specific proposals to amend the rules.
- Any proposed alterations to the rules shall not be brought into effect until The Kennel Club has been advised and given its approval of the alterations.

14. ANNUAL RETURNS TO THE KENNEL CLUB

- The officers acknowledge that during the month of January each year, maintenance of the title will be forwarded to the Kennel Club by the Secretary for the continuance of the registration, and that by July 31st each year other returns as stipulated in the Kennel Club regulations for the registration societies and municipal authorities, will be forwarded to the Kennel Club.
- The officers also acknowledge their duty to inform the Kennel Club of any change 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.

16. FEDERATIONS

- The Club shall not join any federation of the societies of clubs.

17. UNDISCHARGED BANKRUPT

- No person whilst an undischarged bankrupt may serve on the committee or hold any office