

# MIDLAND COUNTIES NORFOLK TERRIER ASSOCIATION

## Association Rules

### **1. Name**

The club shall be called the Midland Counties Norfolk Terrier Association, covering the seven counties of Nottinghamshire, Derbyshire, Staffordshire, Leicestershire, Warwickshire, Northamptonshire and Yorkshire.

### **2 Objectives**

- (a) To protect and promote the interests of the breed within its boundaries.
- (b) Together with breeders and owner/exhibitors to protect the Kennel Club standard.
- (c) To encourage the education of owners, breeders and exhibitors by the use of shows, seminars and literature.

### **3. Constitution**

The Association shall consist of an unlimited number of members whose names and addresses shall be entered on a list kept for the purpose by the Honorary Secretary, which will be available for inspection if so requested by the members or by the Kennel Club.

### **4. Officers and Committee**

The Association shall consist of a President, Chairman, Honorary Secretary, Honorary Treasurer and a committee of eight, all of whom shall reside within 150 mile radius of Derby.

### **5. The Committee**

- (a) The management of the Association shall be in the hands of the Officers and committee elected at the General Meetings by ballot of members.
- (b) All officers and committee shall have full voting rights and shall serve a two year term but shall be eligible for re-election.
- (c) No person shall hold more than one position in the club at one time. No two persons from the same family or household shall hold offices at the same time.
- (d) A quorum for committee shall be four committee members, one of which must be an officer.
- (e) The committee shall have the power to co-opt members onto the committee in the event positions becoming vacant between General Meetings or for specific purposes. Co-opted members shall have voting rights and only hold office until the next General Meeting.
- (f) Members may attend committee meetings to observe but prior notice must be sent to the Secretary.

### **6. Elections**

- (a) Officers and Committee shall be elected by its members by ballot. Notice of the election to be sent out by the Honorary Secretary at the same time as the Notice of the Annual General Meeting.
- (b) The Officers and Committee shall be elected from the list of nominees submitted by members and from outgoing officers and committee, unless an individual has intimated that he/she does not wish to stand for re-election.
- (c) No member shall be eligible for or take part in the election of committee or any General Meeting unless at the time his/her current subscription and any other outstanding amounts due are paid.

### **7. Election of Members**

Candidates for membership shall be proposed by one existing fully paid up member. All new membership applications to be approved by the Committee.

### **8. Voting Rights**

Each member shall be entitled to one vote after 3 months membership. Voting shall be decided by majority at a meeting. In the event of a tie on any vote the Chairman shall have a casting vote. Postal votes are allowed on items relating to the election of Officers and Committee only. Postal votes should be forwarded and scrutinised by an independent person appointed by the Committee.

### **9. General Meetings**

The Annual General Meeting of Members shall be within the first half of the year. The business of the meeting shall be: -

- (a) To receive from the committee its Annual Report, Balance Sheet and audited Statement of Accounts.
- (b) To declare the committee in accordance with rule 6.
- (c) To elect auditors who shall not be members of the committee.
- (d) Any other business that may be necessary for transaction.

(e) No business shall be transacted at General Meetings 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.

(f) Notice concerning a General Meeting shall be sent to all members, allowing members time to submit items for inclusion on the agenda and to allow the Honorary Secretary 14 days before the meeting to circulate the agenda. Notice and agenda will be sent to all members by email unless no email address is held in which case it will be posted.

### **10. Special General Meeting**

A special General Meeting shall be summoned by the Honorary Secretary if 25 members send a signed requisition stating the subject to be discussed and requesting a Special General Meeting to do so. The Committee of the Society is also empowered to call a Special General Meeting. Once called, the Honorary Secretary shall circulate the notice and agenda of the meeting giving at least 7 days notice to all members. No business other than that detailed on the agenda can be discussed at a Special General Meeting.

### **11. Amendment to Rules**

The Rules of the Association may not be altered except at a general meeting, the Notice for which contains specific proposals to amend the Rules. No new rules or alterations of the existing rules may be altered unless there is a two-thirds majority of members at a General Meeting. Any proposed alteration to the Rules may not be brought into effect until the Kennel Club has been advised and approved the alteration.

### **12. The Financial Year**

The financial year of the Association shall be from 1<sup>st</sup> January to 31<sup>st</sup> December.

### **13. Membership and Accounts**

(a) A Banking Account shall be held in the name of the Association into which all revenue of the club shall be paid and from which withdrawal shall only be made on the signatures of the Honorary Treasurer, the Honorary Secretary or Chairman of the Association. The Honorary Treasurer shall keep full and proper accounts and shall prepare annually a statement of accounts which shall be audited by an approved Auditor, unconnected to the committee, appointed annually by the Committee for this purpose, a copy of which will be distributed at the Annual General Meeting and copies available to all members who are unable to attend the Annual General Meeting. The certified accounts will be made available on request to members fourteen days prior to the AGM. The Financial Year of the Association shall be from 1st January to 31st December.

(b) The accounts shall be audited at the end of the financial year as directed by members at the Annual General Meeting.

(c) The annual subscription shall be such amount as agreed by members in General Meetings. There will be annual subscription rates for Single Membership and Joint Membership (consisting of any 2 people).

(d) No member whose subscription remains unpaid after 1<sup>st</sup> April shall be entitled to the privileges of membership and shall only be accepted back onto the register at the committee's discretion on back payment of the full amount owed.

### **14. Property**

(a) The property of the Association shall be vested in the Officers and Committee and in the event of the Association ceasing to exist; a General Meeting shall be called to decide the disposal of the Association's assets and the outcome of the meeting to be notified to The Kennel Club.

(b) Within six months of the Association ceasing to exist, the Final Statement of Accounts, a record of any disposal of any property and the proper winding up of the club shall be the responsibility of the named Officers and Committee.

### **15. Expulsion of Members**

Any member who shall be disqualified by the Kennel Club 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 for the duration of the suspension and/or disqualification. 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 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.

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 therefore 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 subject to such conditions as the Kennel Club may impose.

## **16. The Kennel Club**

**(a)** The Officers acknowledge that during the month of January each year, Maintenance of Title fee will be forwarded to the Kennel Club by the Honorary Secretary for continuance of registration and that by 31<sup>st</sup> July each year, other returns as stipulated in Kennel Club Regulations for the registration and maintenance of Title of Societies and Breed Councils and affiliation of Agricultural Societies and Municipal Authorities be forwarded to the Kennel Club.

**(b)** The Officers acknowledge their duty to inform the Kennel Club of any changes of the Honorary Secretary which may occur during the course of the year.

**(c)** The Kennel Club shall be the final authority for interpreting the Rules and Regulations of the Association in all cases relative to Canine or Association matters.

**(d)** The Association shall not join any Federation of Societies or Clubs.

**(e)** No person whilst an undischarged bankrupt may serve on the Committee or hold any office or appointment within a Kennel Club Registered Society.

## **17. Judging Lists and Criteria**

The Club shall maintain a list of judges approved by the Members to Judge the breed.

**A1** of this list shall include all those deemed worthy to award Challenge Certificates and who have been previously approved by the Kennel Club to award Challenge Certificates in the breed.

**A2** of this list shall include those all deemed worthy to award Challenge Certificates and who have been approved by the Kennel Club.

**A3** of this list shall include all those deemed worthy to award Challenge Certificates but who as yet have not been approved by the Kennel Club.

**B** shall include all others approved to judge the breed without Challenge Certificates.

**C** shall be a list of prospective judges of the breed.

**D** shall be an honorary list for those judges who no longer accept CC judging appointments.

Recommendations for changes to the club list of judges shall be made at meetings of a judge's sub-committee and will be ratified by the members in General Meeting. The sub-committee shall consist of 10 members with a quorum of 5. At least 75% of the sub-committee members should be CC awarding judges. The sub-committee shall include the Honorary Secretary and the Chairman and at least one other committee member.

The Club shall not incur any financial liability for breed classes at any show where the judge is not named on the lists referred to above.

The method of selecting individuals named to the club list of judges shall be as follows:

**(a)** Members may nominate at the appropriate time of the year, any person who in their opinion are fit to judge the breed. Nominations must also be seconded.

**(b)** Members of a family or a partnership may not propose and second the same person.

**(c)** The committee may also propose persons to the judges' lists and put forward their recommendations to the judges' sub-committee. Any potential judge who has attended a judge's seminar held by the Midland Counties Norfolk Terrier Association and who passes the assessment for judges will automatically be put forward to be considered by the judges' sub committee for inclusion on the Club's judge's lists without the need for a nomination.

## **18. Selection of Judges**

Selection of three judges shall be selected by the committee for the championship show from the club's A lists, to be voted on by members in attendance at the AGM by secret ballot. The second choice of members is automatically included in the 3 selected for the following year's vote.

For the open show the same rule shall apply but with selection from the club's B lists.

**19.** Judges invited to officiate at the club's championship show must not judge the breed for 2 years prior to their confirmed appointment.

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