



celebrating the breed in the south east

www.bassethoundowners.org.uk

THE BASSET HOUND OWNERS CLUB

RULE BOOK

1) AIMS

The Club shall be called the Basset Hound Owners Club - celebrating the breed in the South East and its objects are to encourage and support responsible Basset Hound ownership, arranging walk and events at which hounds and owners can socialize and, where possible, assisting with their problems.

2) MEMBERSHIP

Membership is open to owners and intending owners of Basset Hounds subject to approval of the committee who may (without giving reasons but by a majority of at least 3 of those attending that committee meeting) refuse any application, such decision to be final.

3) COMMITTEE

- a) The Club will be managed by officers (namely Chairman, Hon. Secretary, and Hon. Treasurer) and a minimum of 5 and maximum of 8 other Club members all of whom must be fully paid up Club members and the entire committee shall retire at each Annual General Meeting but remain eligible for re-election.
- b) No person shall hold more than one office nor shall members of the same family hold office at the same time.
- c) Nominations for officers and committee must be made in writing and submitted to the Club Secretary at least 21 days prior to an A.G.M. giving name and address of proposer and seconder and confirmation that the candidate is willing to stand. All Three must sign the nomination form. Election shall be by show of hands at the A.G.M. unless the Committee decide otherwise.
- d) No person may serve in any capacity whilst an undisclosed bankrupt and non-attendance for three consecutive committee meetings without good reason (on which the committee's decision shall be final) will result in immediate forfeiture of the position held.
- e) A Club President and Vice President(s) may be elected by Club members at an A.G.M. and will remain in office for one year though eligible for re-election. These positions confer no voting rights but they can attend committee meetings.
- f) A quorum shall consist of at least 5 committee members of whom at least one must be an officer.

4) POWERS OF COMMITTEE

- a) To co-opt members to fill vacancies but they must offer themselves for re-election at the next A.G.M.
- b) To form sub-committees on which the Chairman, Hon. Secretary, and Hon. Treasurer will automatically be members but paid-up members with special skills can also serve.
- c) To appoint Honorary Lifetime Members.
- d) To organize Club events.
- e) To make single donations out of Club funds to a maximum of £100 or if exceeding this sum only with express written consent of the Hon. Treasurer and one other officer (in addition to committee approval).

5) MEETINGS

- a) There shall be a minimum of three committee meetings each year and 21 days notice shall be given by the Club Secretary inducing an agenda.
- b) An A.G.M. shall be held in or about April each year commencing 2014 and Club members shall receive 28 days notice accompanied by an agenda.
- c) An Extraordinary General Meeting shall be called if at least 15 paid up members so request in writing signed by them all indicating the matters for discussion. The meeting shall take place within 60 days of the request being received by the Hon. Secretary and only matters relevant to the request shall be discussed. Members shall be notified of the meeting (with agenda) at least 28 days in advance.

6) SUBSCRIPTIONS

- a) The annual subscription for joint and single membership (and any future categories shall be decided at each A.G.M. and shall become due on 1st January in each year.
- b) No member whose subscription is unpaid by 31st January in each year shall be entitled to the privileges of membership (including all voting rights and insurance cover if provided) except that the committee shall have power to re-instate membership on payment of the amount outstanding.
- c) Members joining on or after 1st October in any year shall be entitled to enjoy the privileges of membership up to 31st December in the following year.

7) BUSINESS

- a) The financial year of the Club will run from 1st January to 31st December.
- b) The A.G.M. Shall:
 - (i) Receive the reports of the officers and those committee members undertaking specific duties for the preceding financial year including in particular that of the Hon. Treasurer who will propose adoption of the accounts and make proposals for the next year's subscriptions.
 - (ii) Elect a President and Vice President (if appropriate) together with the Club officers and committee.
 - (iii) Elect a suitable person or firm to certify the Club accounts and on this respect membership of the Club shall not be considered inappropriate if approved by the Committee.
 - (iv) Discuss any resolutions on matters on the Agenda or notified as any other business by written and signed notice to the Club Secretary received not less than 21 days prior to the A.G.M.

8) BANK ACCOUNT

- a) Bank account shall be opened with three signatories in the name of the Club into which all Club Revenue shall be paid. Cheques must be signed by at least two of the signatories.
- b) The Club accounts will be kept by the Hon. Treasurer and certified before the next A.G.M. by the person or Firm appointed at the previous A.G.M.

9) ALL OTHER MATTERS

Any matters not covered by these Rules shall be referred to and decided by the Committee whose decision shall be final.