

# **RULES AND CONSTITUTION OF THE SOUTH DOWNS HARNESS CLUB**

Amended February 2013

## **Title**

The Club shall be known as “South Downs Harness Club”.

## **Objects**

2. The objects of the Club shall be:

- a) to organise the driving of horses and ponies as a sport and recreation, to promote good fellowship amongst members and to improve the standard of driving and horsemanship.
- b) to organise rallies, instructional meetings, lectures and competitive events and other activities deemed to further the objects.
- c) to be affiliated to the British Driving Society and the British Horse Driving Trials Association or successor organisations.
- d) to concern itself with any object which will benefit the members of the Club and promote the objects.

## **Membership**

3. This shall consist of persons who having been elected by the Committee or invited to renew membership have paid the due subscription for the current period and only those who are fully paid up Members of the Club one month prior to an event may participate in such events. Membership shall be deemed to commence from the date on which the application was received by the Committee and not necessarily the date on the application form. Honorary membership may be conferred by the Committee upon any persons deemed by them to have rendered notable service to the Club.

4. Membership shall be divided into the following categories:

- a) Full Membership
- b) Family Membership which shall entitle parents and children under 18yrs of age to the privileges of full membership except that only parents may vote at the Club’s Annual General and Special Meetings.
- c) Associate membership which entitles the holder to all privileges of the Club excluding driving in any events.
- d) Junior membership which gives the holder the privileges of full membership and is available to applicants under 18 years of age at the commencement of the financial year of the Club in which he or she is elected by the Committee.

(The subscription of each class shall be determined in accordance with Rule 15 hereof.)

5. Anyone desirous of becoming a member shall forward his or her name and address to the Committee of the Club on the appropriate Application Form to include a signed declaration agreeing to abide by the Club Rules, the correct payment and if required by the Club a signed declaration that they hold Third Party Insurance.

6. The annual subscription shall be payable on the first day of the Club’s financial year. Any member whose subscription is more than two months in arrears may have his/her name removed from the membership list. Any person joining the Club on or after 1st October in any year shall be deemed to have paid his/her subscription for the ensuing year. A joining fee is to be paid by all new members and any current member who has allowed their membership to lapse. The level of this fee is to be set in accordance with Rule 15.

7. The Committee may refuse to renew membership or during the year expel from membership of the Club any member who has wilfully disobeyed any of the rules of the Club or who has in the opinion of the Committee been guilty of any conduct derogatory to the character or prejudicial to the interest of the Club or to suspend from taking part in events for such period as the Committee thinks fit any member who acts in a manner prejudicial to the safety of another member. The decision of the Committee shall be final and binding.

8. Any member of the Club driving an equine in any Club activity must hold Individual third party insurance if required by the Club.

9. All equines driven in Club events must be the bona fide property of or on lease or loan to Members of the Club. Leased or loaned equines must have been in the regular care of a member for at least one month prior to any Club event. All equines must be aged 4 years of over.

10. Driving members who joined after October 2012 must have passed a Safety Assessment by an approved assessor of the Club before taking part in any driving events organised by the Club to meet conditions required by the Club's Insurance Company. Driving members who joined before October 2012 but after 1999 must be similarly assessed before taking part in any of the Club's horse driving trials.

11. Turnouts for any Club event must carry a capable, able groom minimum of 12 years old. Junior Whips must be a minimum of 10 years and carry a capable, able groom 18 years or over.

12. Members must show consideration for matters of safety, relating to both themselves and others at all Club events; and to comply with all reasonable requests, relating to safety, from event organisers.

### **Administration**

13. The Committee:

- a) All powers of management shall be vested in a Committee consisting of the Chairman, Secretary, Treasurer and other Committee Members appointed pursuant to Rule 16(b) hereof. Jobs may be shared. One third shall form a quorum.
- b) The Chairman shall be elected annually by the Committee from amongst their number. Other members will usually serve for at least three years.
- c) The decision of the Committee shall be final unless overruled at a General Meeting.
- d) The Committee shall be the sole authority for the interpretation of the Rules and for anything relating to the Club, not provided for therein and their decision shall be final and binding on the members.
- e) The Committee may formulate byelaws for the detailed running of the Club and elect sub committees for any special activities of the Club, which the Committee may authorise. Sub Committee members need not necessarily be members of the main Committee.
- f) The Committee shall have the power to fill any actual vacancy arising amongst members of the Committee but any person so called shall retain office only until the next following Annual General Meeting and shall then be eligible for re-election.

14. The financial year of the Club shall commence on the 1st January each year and the Club accounts shall be audited every three years and on the appointment of a new Club Treasurer.

15. The joining fee and the annual membership subscription shall be such a sum as shall from time to time be recommended by the Committee, approved at the next following Annual General Meeting and applied with effect from 1st October that year.

16. The Annual General Meeting shall be held each year to transact the following business:

- a) to receive and if approved to accept a statement of the Club's accounts up to the preceding year.
- b) to fill vacancies on the Committee in respect of which nominations shall be submitted in writing not less than fourteen days before the Annual General Meeting.
- c) to deal with any special matter which the Committee may desire to bring before the members and to receive suggestions from the members for consideration by the Committee.

Notice convening the General Meeting shall be sent to members not less than two weeks before the meeting and shall specify the matters to be dealt with.

17. A Special General Meeting may be called by the Committee or by a request signed by not less than five members specifying the business to be discussed. The Secretary shall give all members ten days' notice of the date of such a meeting and shall specify in such notice matters to be dealt with at such a meeting.

18. Notice may be given by post or email to any member at the address registered in the records of the Club. If any member has no address in the UK such member shall not be entitled to receive any notice. The accidental omission to give notice of a meeting to a member or the non-receipt of a notice of a meeting shall not invalidate the proceedings of that meeting.

19. These rules may be added to, repealed or amended by resolution at any Annual or Special General Meeting provided that no such resolution shall be deemed to have been passed unless carried by a majority of the members present and voting thereon and provided that seven days prior notice has been sent to all members stating the proposed amendment.

20. The Club, its Committee or persons acting on their behalf shall not be held Responsible for any incident, accident or injury to any person or property however caused.

February 2013