

Club Rules

All Members of The Portuguese Podengo Club of Great Britain undertake to abide by its Rules.

1. Name & Objects

The Club shall be called THE PORTUGUESE PODENGO CLUB OF GREAT BRITAIN and its objects shall be:

a) To encourage national & international co-operation of members to promote the best interests of the Portuguese Podengo Pequeno (Warren Hound) in Great Britain.

b) To promote responsible ownership by offering education & guidance at all levels.

c) To ensure good health within the breed & preserve the original purpose of the breed.

2. Members, Officers and Committee

The Club shall consist of a Patron, a President, and optionally up to five Vice Presidents, a Chairman, a Vice Chairman, an Honorary Secretary, an Honorary Treasurer, a Committee of up to eight additional Members and an unlimited number of Members.

3. Committee & Management of the Club

The management of the Club shall be in the hands of the following officers of the Club: the Honorary Secretary, the Honorary Treasurer (who must be a person with relevant book keeping experience), the Chairman, the Vice Chairman and the Committee, of whom at least one quarter shall retire annually on a four year rotation but may offer themselves for re-election.

All Officers and Committee must stand for election/re-election at least once every four years at a General Meeting. All Members standing for election must be proposed and seconded by valid fully paid up Members, this will not be required for re-election.

All Officers and Committee shall have full voting rights at Committee and General Meetings.

All Committee Members and Officers must be fully paid up members of the Club, with the exception of the Patron and President.

No individual who has been a member for less than 18 months from date of joining or who is a Committee Member or Officer of another 'Portuguese Podengo' Association, Society, Organisation or Breed Club, whether or not said body is recognised by the Kennel Club, may be elected on to the Committee.

Election of Officers and Committee, if required, shall be by Postal Ballot. Voting papers numbered and franked on non-reproducible paper shall be sent to every paid up member of the Club eligible to vote at least 14 days before the AGM. The ballot papers shall be returned to an independent body or person appointed by the Executive Committee for the purpose of undertaking the count. Voting papers must be returned at least 5 days prior to the AGM, the result will be announced at the AGM. An Election will only be required when the number of Members duly nominated for vacant positions exceeds the number of positions available. When the number of Members nominated is less than the number of available positions Committee and Officers will be elected as a block by a show of hands of those Members present at the Meeting.

The Patron, President and Vice Presidents shall be elected by The Committee for a period of five years and will have no voting rights at Committee and General Meetings.

Meetings of the Committee shall be held as often as deemed necessary but at least twice every 12 months.

A quorum for Committee meetings shall be five, of whom at least two must be Officers.

The Committee shall have the power to co-opt members on to the Committee in the event of positions becoming vacant between General Meetings. Those co-opted shall only hold office until the next General Meeting of the Club at which an election of Officers and Committee takes place. Co-opted Committee Members shall have full voting rights at Committee meetings.

The Committee shall have the power to elect Sub Committees.

The Committee may remove a Committee member should they fail to attend two consecutive meetings or events within a twelve month period without acceptable apology or reason.

4. Election of Members

The election of Members shall be controlled by the Committee whose decision shall be final, and shall be by a show of hands of those Committee members present at the meeting, and on payment of the appropriate subscription. Any person elected a Member of the Club and taking up his/her Membership shall be deemed to have read the Club Rules and Code of Ethics and be prepared to abide by them.

5. List of Members

An up to date list of Members and their addresses must be maintained and, if so requested, made available for inspection by the Kennel Club and Members of the Club. A declaration of the number of Members of the Club must be made to the Kennel Club with the Annual Returns.

6. Voting Rights

Each Member shall be entitled to have one vote after 12 months of membership. In the case of joint membership, there shall be one vote per individual of the partnership up to a maximum of two. Junior members (under the age of 16 years) shall have no voting rights. To have voting rights at a General Meeting, the appropriate Membership subscription must be paid by the 31st January prior to the Meeting. Voting shall be as decided by a simple majority at the meeting. Postal and proxy votes are not 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 Clubs assets and the outcome of the meeting notified to The Kennel Club. A final statement of accounts with a record of the disposal of the property of the Club shall be forwarded to the Kennel Club within six months.

8. Financial Year & Club Accounts

The financial year of the Club shall be from 1st January to 31st December each year.

A Banking Account shall be held in the name of the Club at Barclays Bank PLC into which all revenue of the Club shall be paid and from which withdrawal shall only be made on the signature of the Honorary

Treasurer plus one other Officer (Honorary Secretary or Chairman).

The Honorary Treasurer shall be responsible for keeping accurate up to date records and accounts which should be made available together with Bank Statements, if requested, at Committee Meetings.

The accounts must consist of an Income & Expenditure account together with a Balance Sheet. The Accounts shall be certified annually by one qualified accountant or two independent unqualified individuals with accountancy experience and presented to the members at the Annual General Meeting.

9. Annual Subscriptions

The annual subscription shall be Single £10.00, Joint £15.00, Junior £3.00, Single Overseas £15.00 and Joint Overseas £20.00

The Annual Subscription for each class of membership is payable on the 1st January each year.

No Member whose subscription is unpaid is entitled to any privileges of membership, and if the Member shall fail to pay the outstanding subscriptions by the 31st January their name may automatically be erased from the register, acceptance back on the register will be dependent on a new application and payment of arrears.

10. Expulsion of Members

Any Member who shall be suspended under Kennel Club Rule A42j(5) and/or any Member whose dog(s) is/are disqualified under Kennel Club Rule A42j(9) shall ipso facto cease to be a Member of the Club.

If the conduct of any Member shall, in the opinion of the Committee of the Club, be injurious or likely to be injurious to the character or 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 the 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 that he/she may attend and offer an explanation. If at the Meeting, a resolution to expel is passed by 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 Club except that he/she may, within two calendar months from the date of such 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 competitions, the Club must report the matter in writing to the Kennel Club within seven days and supply any particulars required.

11. Annual General Meeting

The Annual General Meeting (AGM) shall be held by the end of April each year, except in exceptional circumstances. The nature of Business to be conducted at the AGM is to approve the minutes of the previous meeting, to receive the reports of the Committee (Secretary's & Chairman's report), Financial Accounts and Balance Sheet (Treasurer's report), to elect Officers and Committee, to appoint an Auditor and to discuss any resolution duly placed on the agenda of which prior notice has been given to the Honorary Secretary. No

business shall be transacted at an AGM unless it appears on the agenda, with the exception of routine matters or those which in the opinion of the Chairman of the Meeting are urgent.

Notice of the Meeting shall be given in writing to all Members at least 35 days (post mark) prior to the date of the Meeting. Items for the agenda must be sent in writing and received by the Honorary Secretary at least 14 days prior to the date of the Meeting. Nominations for election of Officers and Committee must be made in writing and received by the Honorary Secretary at least 28 days prior to the date of the Meeting.

All proposals and nominations must be made by one fully paid up Member and seconded by another. In the case of a Member proposed for election to the Committee or as an Officer, they must send a letter to the Honorary Secretary to be received at least 28 days prior to the meeting confirming their willingness to stand for election.

The agenda shall be circulated at the meeting and will also be made available on the Club Website at least 5 days prior to the date of the AGM. Voting shall be as decided by a simple majority at meeting, the Chairman shall have the casting vote in the event of a tie taking place, and his/her ruling shall be binding on the meeting.

A quorum for General Meetings shall be Fifteen fully paid up Members.

12. Special General Meeting

A Special General Meeting (SGM) may be summoned by the Honorary Secretary if Thirty Members send in a signed requisition stating the subject to be discussed and requesting a SGM to do so. The date of the SGM must be within 60 days of a valid request being received, except in exceptional circumstances.

The Committee of the Club is also empowered to call an SGM.

No other business other than that detailed on the agenda may be discussed at an SGM. Notice of a Special General Meeting shall be given in writing to all Members at least 14 days (post mark) prior to the date of the Meeting.

A quorum for Special General Meetings shall be Twenty fully paid up Members.

13. Amendments to Rules

The rules of the Club may not be altered except at a General Meeting, the notice of which contains specific proposals to amend rules. Any proposed alterations may not be taken into effect until the Kennel Club has been advised and approved the alteration.

New Rules or amendments introduced specifically to meet Kennel Club requirements shall be adopted immediately.

14. Annual Returns to the Kennel Club

The Officers acknowledge that during the month of January each year, the Maintenance of the Title fee will be paid by Bankers Direct Debit to the Kennel Club for continuance of registration and that by the 31st of July each, other returns, as stipulated in the Kennel Club Regulations for the Registration and Maintenance

of the Title of Societies and Breed Councils and the Affiliation of Agricultural Societies and Municipal Authorities shall be forwarded to The Kennel Club by the Honorary Secretary.

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. Kennel Club Final Authority

The Kennel Club is the final authority for interpreting the Rules of the Club in all cases relative to Canine or Club matters.

The Society shall not join any Federation of Societies or Clubs.

No person whilst an un-discharged bankrupt may serve on the Committee of or hold any other office or appointment within a Kennel Club Registered Society.

16. Code of Ethics

The Club must publish a Code of Ethics which will take into account any requirements that may be issued or amended by the Kennel Club. All Members of The Club undertake to abide by the Club's Code of Ethics, which is published as a separate document, as well as any revisions as may be published from time to time.

Any breach of the Code of Ethics will be treated with the same level of seriousness and with the same remedy as a breach of the rules contained herein.

17. Breed Judges Lists

The Club must produce a List of Judges each year, which must be submitted to the Kennel Club as part of the Club's Annual Returns. The purpose of the Judges Lists is to indicate to interested parties those persons that the Club would support at differing levels of judging.

Membership of the Club must not be a prerequisite for inclusion in the lists.

Judges lists should be divided into five parts namely A1, A2, A3, B & C and must indicate the date on which the list will expire. On expiry a new list must be completed.

A1 List – Judges who have previously been approved to award CC's in the Breed and have carried out the appointment.

A2 List – Judges who, if invited to judge by a Society, would in principle be approved by the Kennel Club to award CC's in the Breed for that occasion.

A3 List – Judges who are recommended by the Club as being suitable to award CC's in the Breed, but not yet approved by the Kennel Club for inclusion on the A2 List.

B List – Judges who have been approved by the Club to judge at Shows without CC's or Open Shows.

C List – Aspiring Judges who do not fall into any of the above categories.

The Judges Lists should be prepared by a Judges Sub-Committee appointed by the Club Committee, consisting of experienced Judges within the Breed and at least 75% CC Judges. Judges Sub-Committee

members need not be Members of the Club Committee.

The Club must clearly indicate the method by which persons may apply for inclusion on the Lists and the judging experience criteria that is applied by the Judges Sub-Committee.

Note:

These Rules were last updated and approved at the AGM held on 17th April 2010 and have been approved by the Kennel Club

Code of Ethics

All Members of The Portuguese Podengo Club of Great Britain undertake to abide by its general Code of Ethics.

CLUB MEMBERS

- 1.** Will properly house, feed, water and exercise all dogs under their care and arrange for appropriate veterinary attention if and when required.
- 2.** Will agree without reservation that any veterinary surgeon performing an operation on any of their dogs which alters the natural conformation of the animal, or who carries out a Caesarean Section on a bitch, may report such operation to the Kennel Club.
- 3.** Will agree that no healthy puppy will be culled. Puppies which may not conform to the Breed Standard should be placed in suitable homes.
- 4.** Will abide by all aspects of the Animal Welfare Act.
- 5.** Will not create demand for, nor supply, puppies that have been docked illegally.
- 6.** Will agree not to breed from a dog or bitch which could be in any way harmful to the dog or to the breed.
- 7.** Will not allow any of their dogs to roam at large or to cause nuisance to neighbours or those carrying out official duties.
- 8.** Will ensure that their dogs wear properly tagged collars and will be kept leashed or under effective control when away from home.
- 9.** Will clean up after their dogs in public places or anywhere their dogs are being exhibited.
- 10.** Will only sell dogs where there is a reasonable expectation of a happy and healthy life and will help with the re-homing of a dog if the initial circumstances change.
- 11.** Will supply written details of all dietary requirements and give guidance concerning responsible ownership when placing dogs in a new home.
- 12.** Will ensure that all relevant Kennel Club documents are provided to the new owner when selling or transferring a dog, and will agree, in writing, to forward all relevant documents at the earliest opportunity, if not immediately available.
- 13.** Will not sell any dog to commercial dog wholesalers, retail pet dealers or directly or indirectly allow dogs to be given as a prize or donation in a competition of any kind. Will not sell by sale or auction Kennel Club registration certificates as stand alone items (not accompanying a dog).
- 14.** Will not knowingly misrepresent the characteristics of the breed nor falsely advertise dogs nor mislead any person regarding the health or quality of a dog.

Breach of these provisions may result in expulsion from club membership, and/or disciplinary action by the Kennel Club and/or reporting to the relevant authorities for legal action, as appropriate.