

# **THE LANCASHIRE HEELER CLUB RULES & CODE OF ETHICS**

## **JANUARY, 2018**

### **1. NAME AND OBJECT**

1.1 The Club shall be called The Lancashire Heeler Club and its object shall be to preserve the standard of the Breed.

### **2. CONSTITUTION**

2.1 The Club shall consist of a President, a Chairman, an Honorary Secretary, an Honorary Treasurer, a Committee of nine and an unlimited number of Members. The Club shall also consist of a Vice Chairman, an Assistant Secretary and an Assistant Treasurer; these positions will be appointed from the nine members of the committee.

2.2 Candidates for Membership of the Club shall be proposed by one fully paid-up Member in writing and elected by or balloted for by the Committee at one of their meetings. A majority against the application shall be sufficient to exclude.

2.3 Full Club Membership is open to anyone of 16 years and over. A Junior Membership facility, however, at a reduced Membership fee but with no voting rights, is available to anyone under 18 years of age who wishes to take advantage of it.

2.4 Membership subscriptions shall fall due on January 1st each year, unless five year Membership has been subscribed to. No member whose subscription remains unpaid shall be entitled to the privileges of Membership. If any Member shall fail to pay the due subscription by January 31st or the Annual General Meeting (whichever is the sooner) his/her name shall be erased from the list of members. On subsequent payment of that year's arrears, however, and the receipt of a satisfactory explanation the Member may, at the discretion of the Committee, be re-admitted to Membership.

2.5 The Secretary shall prepare a list of Members and their addresses which shall be available for inspection, at a mutually convenient time, if so requested by Members or the Kennel Club.

2.6 Each full Member, whether Single or Joint, shall be entitled to one vote after twelve months Membership. Voting shall be by secret ballot or a show of hands as decided by the majority of the Meeting. Postal or proxy votes are not allowed, except as detailed in Rule 6.9.

2.7 A person may be elected an Honorary Life Member of the Lancashire Heeler Club at an AGM on the recommendation of the Committee, having completed outstanding work for the Lancashire Heeler Club or the Lancashire Heeler breed, either in committee or as a Club Member. The proposed candidate must have been a fully paid up Member of the Club for at least ten years. Proposals may be put before the Committee for Honorary Life Membership; a majority vote will result in the proposal being placed before the Membership at an AGM. Notice of a proposal to elect an Honorary Life Member must appear on the Agenda of the AGM. A vote of 75% of Members present will ensure a position. Honorary Life Members shall have all the rights and privileges of Membership but shall not be liable to pay subscriptions.

### **3. OFFICERS AND COMMITTEE**

3.1 The management of the Club shall be in the hands of the Chairman, Honorary Secretary, Honorary Treasurer and a Committee of nine Members, each of whom shall serve for three years, but may present themselves for re-election if they so desire.

3.2 Nominations for Office or Committee Membership must be sent in writing to the Honorary Secretary at least twenty-eight days before the Annual General Meeting at which the elections will take place and must be signed by the proposer, seconder and also by the nominee as assenting to the nomination.

3.3 No individual who has been a Member for less than the thirty-six months preceding the final date for nomination may be elected to Office or Committee Membership.

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

3.5 If an Officer or Committee Member retires or resigns for any reason, his/her position shall be filled at the following Annual General Meeting, but the person elected to fill that position shall only be elected for the remainder of the original Member's term before having to seek re-election.

3.6 The President shall be elected at the Annual General Meeting. He/she will become a Member of the Lancashire Heeler Club for his/her period of Office, and shall serve for a period of three years. It is envisaged that this honour will be bestowed on a person, not necessarily a Club Member, who has helped to further the Lancashire Heeler both within, and outside, the Lancashire Heeler Club.

Nominations, duly proposed and seconded, shall be sent in writing to the Honorary Secretary in accordance with Rule 3.2.

3.7 The Committee shall have the power to co-opt, should it be deemed necessary, but any Members so co-opted shall only serve until the following Annual General Meeting, when they will be eligible to stand for Committee only if proposed and seconded in the normal manner, with the maximum number of Members being co-opted as per Rule 2.1.

3.8 Each Officer and Committee Member shall have one vote. The Chairman shall have an additional casting vote to be used in the event of equal voting. The President may attend Meetings ex-officio but shall not be entitled to vote.

3.9 A quorum for a Committee Meeting shall be five of whom at least one must be an Officer. Meetings of the Committee shall be held as often as deemed necessary, but at least one in every six-month period. Meetings may be held in person or by use of IT including but not restricted to email, video conferencing / calling.

3.10 Any Committee Member who fails to attend three or more Committee Meetings without reasonable excuse shall, at the discretion of the Committee, cease to be a Member of the Committee. The number of Committee Meetings held per year and the recorded attendance by each elected Member is to be made available in writing for Club Members' inspection at a mutually convenient time to the Honorary Secretary and at the Annual General Meeting.

3.11 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 July 31st each year other returns, as stipulated in the Kennel Club Regulations for the Registration and Maintenance of Title of Societies, Branches and Breed Councils and the Affiliation of Agricultural 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 Honorary Secretary which may occur during the course of the year.

#### **4. CLUB PROPERTY**

4.1 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 the Club assets and the outcome of the Meeting notified to the Kennel Club.

4.2 Challenge Cups, Trophies, etc. donated to the Club are accepted on the understanding that the gift is made outright to the Club.

#### **5. FINANCES**

5.1 The Financial Year of the Club shall be from January 1st to December 31st.

5.2 A bank account shall be held in the name of The Lancashire Heeler Club, into which all revenue of the Club shall be paid. Withdrawals can only be made on the signatures of any two of the following Officers:

(1) Chairman (2) Honorary Secretary (3) Honorary Treasurer, but one of them shall customarily be the Treasurer.

5.3 The Subscription shall be such amount as agreed annually at the Annual General Meeting and which has been notified to the Kennel Club.

5.4 The Treasurer shall keep Accounts of all income and expenditure and shall submit a Balance Sheet at the Annual General Meeting of the year following such income and expenditure. This Balance Sheet to be audited by two unqualified auditors or one qualified auditor, independent of the Committee, appointed at the Annual General meeting.

## **6. GENERAL MEETINGS**

6.1 The Annual General Meeting shall be held each year to receive the Annual Report and the Balance Sheet, to elect the Officers and Committee and to discuss any matters which appear on the Agenda. No business shall be conducted at the Annual General Meeting unless notice of it appears on the Agenda, except routine matters, or those which in the opinion of the Chairman are urgent.

6.2 The election of Officers and Committee at the Annual General Meeting shall either be by vote or ballot of those Members present at the Meeting.

6.3 A notice convening the Annual General Meeting will be placed in "Our Dogs" and "Dog World" not less than forty-two days prior to the Meeting and / or Members notified in writing by mail and / or email. This notice shall state the date, time and venue of the Meeting and shall contain the closing date for nominations for Officers and Committee Membership, and for the submission of items for discussion. This date shall not be less than twenty-eight days before the Annual General Meeting.

6.4 Items submitted for the Agenda must be duly proposed and seconded by fully paid up Members.

6.5 Printed Agendas, Minutes of the previous Annual General Meeting and Balance Sheets shall be posted and / or emailed to all Members not less than fourteen days before the date of the Meeting.

6.6 A Special General Meeting shall be summoned by the Honorary Secretary if twenty Members send a signed petition stating the subject to be discussed and requesting a Special General Meeting. The Committee of the Lancashire Heeler Club is also empowered to call a Special General Meeting. Notice stating the date, time, venue and proposed business must be received by Members not less than fourteen days prior to the date of the Meeting. No other business than that detailed on the Agenda can be discussed at a Special General Meeting.

6.7 Twelve Members shall form a quorum for any General Meeting.

6.8 No person shall publish, or cause to be published, either in part or in whole, an account of the proceedings of any Meeting whatsoever of the Club. Reports of the proceedings may be furnished to the Press or otherwise, when and where deemed advisable in the interests of the Club, by the Honorary Secretary, when so instructed by the Officers or Committee of the Club.

6.9 The Judges Sub Committee will put forward a short list of four to six names for Open Shows and three names for Championship Shows for members to vote for their preferred judges at the AGM, either by postal vote or ballot of members present at the meeting. A member shall not be entitled to vote by post unless he/she shall apply in writing to the secretary for a postal ballot at least 28 days prior to the AGM. Postal ballot papers shall be dispatched to such members with the agenda of business of the meeting and must be returned to the Honorary Secretary duly completed, to arrive at least 7 days prior to the AGM. Votes cast by post in accordance with this rule shall be included in the votes counted at the AGM. A member who applies for a postal ballot paper in accordance with this rule shall not be entitled to vote in person at the AGM.

## **7. AMENDMENTS TO THE RULES**

7.1 The Rules of the Lancashire Heeler Club shall not be altered except at an Annual General Meeting or a Special General Meeting, notice of which includes details of the proposal to alter the Rules.

7.2 Any alterations to the Rules shall not be brought into force until the Kennel Club has been advised and approved the alterations. New Rules or amendments introduced specifically to meet Kennel Club requirements shall be adopted immediately and be included in the Club's Constitution with effect from the Club's Annual Meeting.

## **8. DISPUTES PROCEDURE**

8.1 Any complaint against a Club Member must be made in writing to the Secretary if Committee action is required. Subject to appeal by the Kennel Club, the Committee shall have the power to settle all disputes that may arise in connection with the Club, insofar that it is consistent with Rule 8.2.

8.2 Any member who shall be disqualified under the Kennel Club Rule A11.j.(5) and/or any Member whose dog(s) is/are disqualified under Kennel Club Rule A11.j.(9) shall, ipso facto, cease to be a Member of the Lancashire Heeler Club for the duration of the suspension and/or disqualification. If the conduct of the 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 be called for the purpose of passing a resolution to expel the said Member. Notice of the Special General Meeting shall be sent to the accused Member giving particulars of the complaint and advising the date, time and venue of the Meeting so that he/she may attend and offer an explanation. If, at a Special General 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 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 the Special General Meeting, appeal to the Kennel Club, upon and subject to such conditions as the Kennel Club shall impose.

8.3 If The Lancashire Heeler Club expels a Member for discreditable conduct in connection with dogs, Dog Shows, Trials or Competitions, the Club shall report the matter in writing to the Kennel Club within seven days and supply any particulars required.

8.4 The Kennel Club is the final authority for interpretation of the Rules and Regulations of the Club in all cases relative to Canine or Club matters.

## **9. ASSOCIATION OF CLUBS**

9.1 The Lancashire Heeler Club shall not join any Federation of Clubs or Societies.

## **10. JUDGING LIST**

10.1 The Judges Sub Committee will compile a list of persons the Club would support to judge the breed and who wish to be included on the Club's Judging List. This list will expire on December 31st each year and will be reviewed annually and a copy submitted to the Kennel Club along with the criteria as required by the Kennel Club. In January of each year a judging list will be circulated to all General and Group Championship Shows. All Open Shows and Societies will be sent a list on request.

10.2 Those persons wishing to be included on the Club Judging List must apply for and return a written questionnaire detailing their judging experience. Membership of the Lancashire Heeler Club is not a prerequisite for inclusion on the Club's list. Preparation of the list will be by secret ballot of the Committee and fulfilling the criteria is not a guarantee of being placed on any particular judging list.

10.3 The list will be divided into parts A1, A2, A3, B and C:

A1. For persons who have previously been approved by the Kennel Club to award CC's in the breed and have completed their first appointment. To have the support of the Lancashire Heeler Club.

A2. For persons who fulfill all the requirements for the A3 list and who have been assessed in accordance with Kennel Club requirements and accepted by the Kennel Club for inclusion on the A2 list and have the support of the Lancashire Heeler Club.

A3. For persons who meet all the criteria to award CC's in the breed but have not yet been approved by the Kennel Club and have the support of the Lancashire Heeler Club.

B. For persons the Lancashire Heeler club would support to judge the breed at General and Group Championship Shows without CC's and Open Shows.

C. For aspirant judges who have shown an interest in the breed. This list will include persons who have not fulfilled the criteria for the B list but have the support of the Club to judge the breed at Open and Limit Shows.

10.4 Notwithstanding rules 10.1 to 10.3 the contents and compilation of the Lancashire Heeler Club's Judging List shall always comply with the current requirements and regulations as laid down by the Kennel Club and will always take immediate effect.

## 11. THE LANCASHIRE HEELER CLUB GENERAL CODE OF ETHICS

All members agree to abide by Kennel Club Rules and the Rules and General Code of Ethics of the Lancashire Heeler Club

### 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, 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 a 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 any 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.
- 15) Members will, when breeding dogs, adopt as a minimum standard the principles, requirements and recommendations as embodied in the Kennel Club's Assured Breeder Scheme. It is strongly recommended that members who breed should apply to join the Scheme.
- 16) All members shall conduct themselves at all times, in such a manner as to reflect credit on the ownership of the Lancashire Heeler and dogs in general.

- 17) It is a requirement of membership of the LHC for breeders of Lancashire Heelers to only breed from dogs with a known health status for Primary Lens Luxation. Prior to mating, all breeding stock must have either been DNA tested by the Animal Health Trust, or their hereditary status must be known and published in Kennel Club lists (BRS or Mate Select).
- 18) All stock to be bred from shall be in good health, free contagious disease or known hereditary defect. Breeding should be carefully planned and must be selectively carried out in an attempt to reduce faults. Members shall be encouraged to participate in the relevant B.V.A./KC schemes.
- 19) Member's will at all times, maintain high standards of health and care for the Lancashire Heeler.
- 20) Members will attempt to help buyers and be available to answer questions and provide assistance.
- 21) Members will not deliberately libel or slander another person or make scathing remarks about another's stock.
- 22) The committee reserves the right to request an explanation from any member who fails to abide by the Code of Ethics.

**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.**