



## Rules Governing the Running of UpAndOver Dog Agility Club

1. The Club shall be called **UpAndOver Dog Agility Club**. Its objectives shall be:
  - a. The training of dog agility in the Andover and surrounding area.
  - b. To promote dog agility in a safe environment using modern reward based training methods.
  - c. To encourage dog owners to participate in dog agility competition.
  - d. To promote responsible dog ownership.
  - e. To continually support the progressive development of dogs and handlers to reach their maximum potential.
2. **The Club** shall consist of a Committee, Trainers and an unlimited number of members.
3. **The Management** of the Club shall be in the hands of a Committee which will consist of a Chair, Vice Chair, Club Secretary, Treasurer and up to 8 further members as deemed necessary by the Committee, all of whom should stand for re-election every two years.
4. **Meetings of the Committee** shall be held as often as deemed necessary, but at least once every 4 months. A quorum for Committee meetings shall be 5 committee members.
5. **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 voting rights at Committee meetings. No individual who has been a member for less than 6 months may be elected on to the Committee.
6. **Candidates for membership** shall be proposed by one existing fully paid up member, seconded by another, and then accepted on a provisional basis for a period of 6 months. A

decision will then be made as to whether to offer them full membership which, if accepted, will become effective immediately, provided all training fees have been paid.

7. **An up-to-date list of Members** and their addresses must be maintained by the Membership Secretary nominated by the committee.
8. **Each Member** shall be entitled to one vote after 6 months membership.
9. **Voting** shall be by majority at any meetings. The Chair will hold a casting vote.
10. **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 Club's assets.
11. **A Banking Account** shall be held in the name of UpAndOver Dog Agility Club into which all revenue of the Club shall be paid and from which withdrawals shall only be made on the signatures of the Chair, Treasurer or Club Secretary. A minimum of two signatures are required to make withdrawals. No person whilst an undischarged bankrupt may be a Club bank account signatory.
12. **The Accounts** will be certified annually and presented to the Members at the Annual General Meeting. Certification of accounts must be carried out by one qualified accountant or two unqualified individuals with accountancy experience.
13. **Annual Membership Fee** of £5 is payable from 1<sup>st</sup> January to 31<sup>st</sup> December. New members should pay full fees when starting between January and September and half fees if they start after 1<sup>st</sup> October. The sum should be paid by standing order.
14. **Training Fees**, which will be reviewed at least annually, are to be paid monthly into the Club bank account by Standing Order. Fees must still be paid even when a member is unable to attend, because this reserves their position in the Club. Trainers will qualify for 1 free session for each period of training they provide. Committee members who are not trainers pay half price fees for their 1<sup>st</sup> dog. The committee will review the benefits to trainers annually.
15. **A Full Junior Member** is someone that is under 18 years of age. They are not Pre-beginners, Starters nor Provisional Members. From January 1<sup>st</sup> all Junior Members will pay half the adult fees per month per dog. Junior members do not have voting rights.
16. **Training breaks** are designed to enable members to have the choice of not being financially disadvantaged if they are unable to attend training for 6 weeks or more. Members should apply to the Chairman in writing citing the reason(s) and request a suspension of training fees which will be mutually agreed. Applications will normally be considered at Committee meetings, but may also be considered out of committee provided a quorum is canvassed. In all cases, the member will be notified by the Chairman or in his/her absence by the Vice-Chairman. Applications will be considered under the following circumstances:

- Injury or illness to either dog(s) or handler.
- Bitches in whelp will also be considered.
- Compassionate reasons.

Other circumstances may also be considered by the committee, but reason(s) are to be clearly explained. In all circumstances, members should note that on return to training, members may have to wait until a training space becomes available and it will be to a group where the dog is best suited. However, if a member wishes to ensure a training space is reserved, then payment of training fees should continue.

17. **No Member** whose subscription is unpaid is entitled to any of the privileges of membership and if the member shall fail to pay outstanding training fees his/her name shall be automatically erased from the club's register. Acceptance back on the register will be dependent upon a new application and payment of arrears.
18. **A Member** will be suspended if the conduct of any member shall, in the opinion of the Committee, be injurious or likely to be injurious to the character or interests of the Club. 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 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.
19. **Members** are responsible for the control, behaviour and actions of their dogs. Dogs must be kept under control at all times. Members will be asked to remove their dog from Club grounds should it be believed to be out of control, a disruption to others, or a danger to itself or others. Any dog which shows repetitively aggressive or untrustworthy behaviour in the opinion of the Trainer or Committee will be refused training. The appeals process outlined in Para 17 for members, will apply equally to dogs.
20. **Social Media Administration** The Chairperson, Club Secretary and the Committee Member responsible for Media and Marketing shall hold administrator rights for the website, Facebook and other additional social media platforms as deemed suitable by the committee. Administrator rights shall be held solely within those roles and will be surrendered on the resignation of a person from the committee role. The exception to this will be if the Chairperson or Club Secretary feel unable to fulfil the media administration role whereby another person will be appointed by the committee.
21. **The Financial Year** of the Club shall be from 1 September to 31 August.
22. **The Annual General Meeting** shall be held in November/December to receive the report of the Committee and Balance Sheet, to elect Officers and to discuss any resolution duly placed on the agenda of which prior notice has been given to the Club Secretary. No business shall be transacted at an Annual General Meeting unless notice thereof appears on the agenda, with the exception of routine matters or those which in the opinion of Chairman of the Meeting are urgent. A minimum of 2 weeks' notice of meetings will be sent by email. Items for inclusion on the agenda should be submitted to the Club Secretary a minimum of 1 day before the meeting.

23. **A Special General Meeting** shall be summoned by the Club Secretary if a minimum of 10 Club Members send a signed requisition stating the subject to be discussed and requesting a Special General Meeting to do so. The Committee of the Club is also empowered to call a Special General Meeting. No business other than that detailed on the agenda can be discussed at a Special General Meeting.
24. **The Rules of the Club** may not be altered except at a General Meeting, the notice for which contains specific proposals to amend the rules.

## **Trainers' Annex**

1. Trainers should promote the concept of Agility being an enjoyable sport for handlers and dogs at all different levels.
2. Trainers work on the theory of positive reinforcement and reward based training methods.
3. Trainers will receive a free training session for them and their dog for each training session they instruct/coach.
4. Trainers are entitled to train their dog for free at the 2<sup>nd</sup> session on Thursdays.
5. Trainers meet regularly to discuss the future training programme.
6. Trainers will design the weekly plans according to the needs of the members, to include all aspects of each piece of equipment available, and records kept where applicable.
7. 'Rounds' may be included periodically in order to put into context training sequences that have been practised over the previous weeks.
8. Trainers will receive an item of free clothing with the UpAndOver Dog Agility Club logo as required.
9. All trainers are requested to wear their club clothing, or at least club colours, at sessions where they instruct/coach.
10. Trainers will give help and advice where appropriate, but will recommend the owner consulting a vet if they feel the matter warrants it, e.g. a very overweight/underweight dog, one who seems 'uncomfortable' at training, any limping etc.
11. Trainers have a right to refuse a dog training in their group if they feel it is not in the dog's/handler's best interest or the dog/handler appears sick/injured.
12. Trainers will agree the dogs & handlers attending each group at their regular meetings.
13. Any training matter should be directed to the Training Manager who will deal with it directly, or bring it up at the next Trainers' Meeting for discussion.
14. Trainers will decide, in collaboration with the committee, when the club will close for its annual breaks.