



HERTFORDSHIRE AND MIDDLESEX CAT CLUB
(Affiliated to the Governing Council of the Cat Fancy)

RULE BOOK
(Revised 2004)

RULES

1 The name of the club shall be the Hertfordshire and Middlesex Cat Club

2 OBJECTS

The objects of this club shall be to encourage a greater interest in Pedigree and Non-Pedigree cats; to foster a better appreciation of cats in general: to give members advice regarding the breeding and welfare of cats, and to hold and support shows to further these aims.

3 MEMBERSHIP

- i) The club shall consist of
 - a) Ordinary members (18 years and over)
 - b) Life members
 - c) Honorary members
 - d) Junior members (under 18)
- ii) Application for membership shall be in writing and may be accepted or rejected at the discretion of the committee.
- iii) Life membership may be granted by the committee at their discretion on payment of the appropriate subscription, and after three years Ordinary Membership.
- iv) Honorary Membership may be granted by the Committee and every Honorary Member shall be entitled to the same privileges as paying members.
- v) If, in the opinion of the Committee the conduct of any Ordinary Member, Life Member or honorary Member has been prejudicial to the welfare, breeding or exhibiting of cats, or likely to prove injurious to the character, reputation or interest of the club, the committee may, after giving such Member an opportunity to be heard, determine either:
 - a) to suspend such Member for such a period as they may think fit or
 - b) to expel such Member from the club.
- vi) No such determination shall be made unless the Honorary Secretary has given to each member of the

Committee and to the member concerned, notice of the meeting and of the business to be discussed thereat, such notice to be in writing and to be given not less than **14** days before the date of the meeting.

- vii) Any such Member so suspended or expelled shall have a right to appeal to a Special General Meeting of the Club to state his/her case thereat, and shall be reinstated if such appeal is allowed. (Refer to rule 6 ii) for conditions of holding such a Special General Meeting)
- viii) Application for prefixes will only be considered from those who have been members of the club for at least two full years. An appropriate administration fee may be charged at the discretion of the committee.

4 **SUBSCRIPTIONS**

- i) The subscription for Single Membership shall be £5.00 payable on election and annually thereafter on 1st January.
- ii) The subscription for Joint Membership (same household) shall be £7.50, payable on election and thereafter on 1st January.
- iii) The subscription for Junior Membership (under 18 years) shall be £1.50, payable on election and annually thereafter on 1st January.
- iv) The subscription for Life Membership shall be ten times the Annual subscription.

5 **OFFICERS AND COMMITTEE**

- i) The Club shall have a President and may have up to two Vice-Presidents who may attend Committee meetings but have no voting powers unless they are also elected Committee Members.

The business of the Club shall be managed by the Committee, which shall consist of a Chairman, Vice-Chairman, Honorary Secretary, Honorary Treasurer and no more than ten other members. The minimum age for Committee members shall be 18 years.

- ii) Any member elected to the Committee who fails to attend at least half the Committee meetings held in the year between AGM's shall cease, at the discretion of the Committee, to be a member thereof.
- iii) The President and Vice-Presidents shall be elected at the Annual General Meeting for a period of three years, starting from 2nd May 2004.

The Chairman and Vice-Chairmen shall hold office for three years, Should there be no nomination for Chairman, the Vice-Chairman shall be eligible for re-election for a period of one year.

The Honorary Secretary and Honorary Treasurer, being Officers of the Committee, shall be appointed annually by the committee from among the committee members. In the event that such an officer shall not be reappointed for any reason whatsoever, he/she shall nevertheless remain a member of the Committee for the ensuing year if he/she so wishes. The remaining Members of the Committee shall be elected for a period of three years but shall be eligible for re-election.

- iv) Nominations for Officers, Delegates and Committee Members will be received by the Honorary Secretary at least six weeks before the date of the Annual General Meeting. Nominations must be proposed and seconded by Members of the Club, who shall first obtain the written consent of the Member to be nominated. Should nominations exceed the number of vacancies; a postal ballot will be held. Ballot papers shall be returned within a fixed period to a named Scrutineer, who should not be a member of the club. Ballot papers shall be circulated with the AGM papers and accounts. The result of the ballot shall be announced at the AGM.
- v) Vacancies arising on the Committee may be filled by the Committee until the next annual election. In addition, the Committee may co-opt Members who shall, however, have no right to vote.

6 **MEETINGS**

- i) The Annual General meeting of the Club shall be held between February 1st and April 30th each year. The Agenda for the meeting, together with the minutes of the previous AGM and a Statement of Accounts, duly audited for the preceding year ending 31st December, shall be sent to each Member at least 14 days before the date of the meeting.

- ii) A Special General Meeting may be held at any time the Committee considers expedient and shall be held on receipt by the Honorary Secretary of an appeal from a member under Rule 3(v ii), or of a written request signed by at least ten members of the Club, stating precisely the business to be discussed thereat, within one month of the receipt of such an appeal or request as the case may be. Not less than 14 days' notice of any Special General Meeting shall be given to each Member of the Club by the Honorary Secretary, who shall in the notice specify the business to be discussed.
- iii) At the Annual General Meeting the presiding Officer shall be the President or, at his/her request, the Chairman, but at a Special General Meeting and at meetings of the Committee, the Chairman or, in his/her absence, the Vice-Chairman.
- iv) The quorum for General Meetings shall be 12 Members, and for the Committee, 6.
- v) Every Member present at a meeting shall have one vote, excluding the Chairman. In the case of an equality of votes, the Chairman or the presiding Officer shall have a casting vote.

7 AMENDMENT OF RULES

No repeal of an amendment or addition to the rules shall be made unless:

- a) Twenty-one days written notice has been given to the Honorary Secretary specifying the exact terms of the alteration proposed and;
- b) The alteration has been approved at the Annual General Meeting or a Special General Meeting and has received the assent of at least two-thirds of the Members present and voting thereon at such Meeting.

8 FINANCE AND MANAGEMENT

- i) The financial year of the Club shall end on December 31st each year, to which date the annual accounts shall be balanced.
- ii) The property of the Club shall be vested jointly in the Committee.
- iii) A professional auditor, (or suitably qualified independent person) of the accounts of the Club shall be appointed at each AGM and shall be eligible for re-election.
- iv) Subject to these rules, the management of the Club shall be carried out by the Committee which, in particular, shall have power to deal with any matter not covered by the rules.

9 AFFILIATION TO THE GOVERNING COUNCIL OF THE CAT FANCY

- i) THE MEMBERS OF THE HERTFORDSHIRE AND MIDDLESEX CAT CLUB SHALL BE BOUND BY THE RULES AND DISCIPLINARY POWERS OF THE GOVERNING COUNCIL OF THE CAT FANCY.
- ii) Every Delegate to the Governing Council of the Cat Fancy, who must be a Member of the Committee, shall be elected by the Committee.
- iii) If any Delegate shall die or resign or otherwise vacate his/her seat on the Council. The Committee shall have power to appoint a replacement.

10 DISSOLUTION OF THE CLUB

- i) Any proposal to dissolve the Club shall be considered only at a Special General Meeting and shall be passed only if it has received the assent of at least two-thirds of the Members of the Club.
- ii) If such a resolution has been passed the liabilities of the Club shall be discharged and any balance of funds shall be divided among the fully paid-up Members, providing that Club Trophies shall, where reasonably practical, be distributed amongst other Cat Clubs and Societies as the Committee thinks fit