

*The Northern Japanese Chin Club*  
*Rules and Regulations*  
*2016*

*These Rules and Regulations were drafted by*

*Lorraine Gillhespy on 22<sup>nd</sup> May 2015*

*on behalf of the Members*

*Approved by members*

*at the proposed Club's Inaugural Meeting*

*on Friday 24<sup>th</sup> July 2015*

*& Amended at the instruction of the Kennel Club*

*23<sup>rd</sup> July 2016*

*Updated 2017*

*Updated 2023*

# **RULES AND REGULATIONS FOR** **THE NORTHERN JAPANESE CHIN CLUB**

## **1. NAME AND OBJECTS**

**1a.** The club will be called **THE NORTHERN JAPANESE CHIN CLUB**, hereinafter called 'The Club' and will be for the benefit of Members.

**1b.** Object of The Club shall be to promote and encourage responsible ownership, exhibiting, breeding of JAPANESE CHINS and to encourage exhibitors, breeders and judges to breed show and judge to the true type as defined by THE JAPANESE CHIN BREED STANDARD issued by THE KENNEL CLUB. (Appendix A),

**1c.** The Club will comply in strict accordance with all rules and regulations applying to Breed Clubs laid down by THE KENNEL CLUB.

## **2. CONSTITUTION.**

The Club shall consist of: -

- 1 Patron
- 1 President
- Up to 3 Vice-Presidents,
- OFFICERS - Chairman, Honorary Secretary & Honorary Treasurer,
- 12 (twelve) Committee Members
- An unlimited number of fully paid-up Members.

**2a.** The President may at their discretion attend meetings and will have full voting rights.

**2b** Vice Presidents if elected are subscribing members of the club and as such have the same voting rights as other club members.

**2c** A Patron may be proposed and elected at the AGM but will not have the authority to attend meetings and will have no voting rights other than those as if they are a member of the club.

## **3. MANAGEMENT**

The management and business of The Club shall be conducted by a Committee consisting of 15 Members including the Officers, i.e., Chairman, Secretary, Treasurer, who shall be responsible for the arrangement of breed shows, social functions and all other matters relating to the Club as well as the formation of sub committees as deemed necessary.

Two officers plus 5 committee members shall form a quorum. In the event of equality of votes, the Chairman shall have the casting vote.

Any committee member or officer absent without reasonable cause from 3 consecutive committee meetings shall cease to be a member of the committee.

**3a** Term of Office for committee members shall be 3 years – all with voting powers and all eligible for re-election. Election by postal vote to an AGM.

One Officer and a third of the Committee shall be elected every three years by postal ballot and follow a three-year rotation

The position of Vice Chairman is to be elected annually by the committee at the next available committee meeting following the AGM. The Vice Chairman will only act as an officer of the club in the event of the incapacity of the Chairman.

A Member nominated by a Proposer and Secunder and wishing to stand for a position as Officer or Committee Member, must be, including the Proposer and Secunder, fully paid-up members for the year to which the nomination refers at the date of closing for nominations, anyone standing for the position of Officer, must have been a Member of The Club for at least three consecutive years, and for Committee Member a minimum of two consecutive years.

Nominations for Officers and Committee Members must be submitted on the Club 'Nomination Form' in writing to the Secretary by the closing date for nominations, which is January 1<sup>st</sup>. The Proposer and Secunder must have been fully paid-up Members for at least one year prior to the date for closing of nominations.

Members not having completed twelve months full membership, are not eligible to act as proposers or seconders for the nomination of Officers or Committee Members.

The written consent of the 'fully paid-up and eligible nominees, must also be enclosed with the nominations. Officers and Committee Members who are re-standing for election, do not require nomination.

**3b** Voting papers will only be sent out to fully paid-up members as of January 31<sup>st</sup>. Completed voting papers must be returned to the scrutineer by the date stated on the form.

The scrutineer will be appointed by the Committee annually and approved at the Annual General Meeting for the following year.

**3c** No person whilst an undischarged bankrupt may serve on the Committee or hold any Office or appointment within a Kennel Club registered society.

**3d** Any Committee Member who resigns during a period of office will not be allowed to re-stand or be co-opted until twelve months have elapsed from the date of the Annual General Meeting following their resignation. In the event of a tie for the position of a Committee Member a paper-vote will be taken at the Annual General Meeting.

**3e** the office of President shall be conferred upon a subscribing member by the committee and the positions of a maximum of 3 Vice-Presidents are bestowed by the club upon subscribing members who have worked and given their time to the interests of the club or breed in general. Names for these positions are nominated by the members and put to the AGM for agreement. These are honorary positions and shall be for the life of these persons unless an individual wishes to retire. An honorary Vice President post may be created, at the discretion of the committee, to accommodate a retiring President, for their lifetime. Presidents and Vice Presidents of twenty years membership will be made Honorary Life Members.

**3f** The Committee shall have the power to co-opt fully paid-up and eligible members to fill any vacancy/ies until the next Annual General Meeting.

**3g** Meetings of the Committee shall be held as often as deemed necessary, but at least every four months. A 'Minute Book' must be maintained by the Secretary, for the archives of The Club.

#### **4. MAINTENANCE OF TITLE**

The Officers 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.

The Officers acknowledge that during the month of January each year, the Secretary will forward to THE KENNEL CLUB, the required fee for the 'Maintenance of Title', and that by the 31st July each year, other returns, as stipulated in their regulations for the Registration and Maintenance of Title of Societies and Breed Councils and the Affiliation of Agricultural Societies and Municipal Authorities.

An up-to-date list of members and their addresses, and those of branch members where appropriate, must be maintained and, if so requested, the list of names made available for inspection by the Kennel Club and members of the society. A declaration of the number of members of the society must be made with annual returns

#### **5. FINANCES**

5a. A 'Banking Account' (or Accounts) shall be held in the name of "THE NORTHERN JAPANESE CHIN CLUB", into which all revenue of The Club shall be paid and from which withdrawal shall only be made on the signatures of two of the three Officers. I.e. Signatures of any two of the Chairman, Treasurer or Secretary will be required.

N.B.-No two signatories from the same household or partnership will be accepted

5b. Multiple ledgers shall be maintained for the various aspects of The Club business.

**5c.** The accounts will be certified annually and presented to the members at the Annual General Meeting.

NB Certification of the accounts will be carried out by one qualified accountant or by two individuals with accountancy experience and who are independent from those who prepared the accounts.

## **FINANCIAL YEAR / SUBSCRIPTIONS**

**5d.** The Financial Year of The Club shall be from 1st Jan. to the 31st of Dec.

**5e.** The Annual Subscription shall be payable before the last day of January for the current year for entitlement to the privileges of membership, after which membership will be deemed to be lapsed and new membership will have to be applied for.

**5f.** The Treasurer must provide at every Committee meeting a full up to date set of accounts together with the latest bank statement(s) held by the club and be prepared to answer any queries raised by the Committee.

**5g.** A copy of the annual statement of accounts for the last financial year will be made available on request to members 14 days prior to the Annual General Meeting. Additionally, the annual statement of accounts will be available for inspection by members at the Annual General Meeting.

Voting papers for the Postal Ballot will be sent only to those Members who have paid their Annual Subscription by 31st January for the year to which the ballot refers, Subscriptions which shall include Yearbook & Newsletters (when printed) will be: -

U.K. and Overseas Membership will be set annually at the Annual General Meeting for the following year.

Single membership, £12; Joint membership, (Two persons,) £17  
Junior membership, (under 16 years of age on January 1st) £6

Overseas Membership

Single membership. £17

Joint membership, (Two persons,) £22

Fees may be subject to change, as per Annual General Meeting. The Committee shall annually decide the level of postal surcharges for Members domicile outside the United Kingdom.

## **6. ANNUAL GENERAL MEETING**

The ANNUAL GENERAL MEETING shall take place at a time and place as appointed by the Committee as soon after the end of the financial year as practical, to receive reports from the Chairperson and Treasurer, statements of the Certified accounts, Copies of which are to be made available 14 days prior to the date of the AGM on request to the Treasurer.

Twenty-eight days' notice of which, shall be sent to each member.

Nomination papers will be sent to all members, at least four weeks before the end of the financial year and completed Nomination forms will require to be returned by January 31st. Any motions or proposals or alterations to any rule, must be submitted to the Secretary, in writing, proposed and seconded by two fully paid-up members, prior to January 15th. Motions proposed and seconded for the A.G.M will not be proceeded with unless either proposer or seconder is present.

Preliminary Notice will be sent to fully paid-up Members indicating the closing date for receipt of nominations and items for the agenda duly proposed and seconded by paid up members. The Agenda for the Annual General Meeting shall be sent to all members, at least two weeks before the meeting.

An 'Annual Report' shall be presented at the said meeting.

A Quorum shall consist of no less than 18 members present and no other business than that itemised on the agenda shall be transacted with the exception of routine affairs or those which in the opinion of the chairperson are urgent.

## **7. SPECIAL GENERAL MEETING**

A SPECIAL GENERAL MEETING shall be summoned by the Secretary within 28 days, if twenty or more members send a signed requisition stating the subject to be discussed and requesting a Special General Meeting. No other business other than that detailed on the agenda can be discussed at a Special General Meeting. The Committee of The Club is also empowered to call a Special General Meeting, at its discretion. Fourteen days' notice of such a meeting, being sent to all members.

## **8. ELECTION OF MEMBERS**

Any person wishing to become a Member of The Club, shall be proposed and seconded, by two fully paid-up members, using the 'Application for Membership form'. New applicants for membership, are not deemed to be Club Members, until accepted and confirmed by the Committee at their next full committee meeting.

Joint memberships (not more than two persons) are accepted for registered Joint Prefix holders and / or Husband & Wife Partnerships, and Partnerships from the same address.

NB Prospective members must have read and agree to abide by the Rules and Regulations of the Northern Japanese Chin Club and Code of Ethics, prior to their approval to become a member.

**8a.** A list of Members and their addresses will be available for inspection, if so, requested by the Members of The Club or by The Kennel Club; subject to limitations imposed by the Data Protection Act.

The Committee shall not be responsible for the non-delivery of any notice or communication due to the failure of any Member to notify the Secretary of any 'Change of Address'

### **VOTING RIGHTS**

**8b.** No member may take part in any voting whatsoever until the member has been a Full Member of The Club for at least a year.

Junior Members have no voting rights and should re-apply at the age of 16 years for full membership.

Joint members each have one vote, but for all other purposes, are treated as a Single Member.

### **9. EXPULSION OF MEMBERS**

Any member who shall be disqualified under Kennel Club Rule A11.j.(5) and/or Kennel Club Rule A11.j.(9) shall ipso facto cease to be a member of the society for the duration of the suspension and/or disqualification.

If the conduct of any Member shall, in the opinion of the Committee of the Club be injurious to the character or interest 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, so 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, except that he/she may, within two calendar months from the date of such a 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 will report the matter to the Kennel Club within seven days and supply any particulars required.

### **FINAL COURT OF APPEAL**

**9b.** The Club will comply in strict accordance with all rules and regulations applying to Breed Clubs laid down by THE KENNEL CLUB.

The Club shall not join any Federation of Societies and Clubs.

The Club recognises THE KENNEL CLUB as THE FINAL COURT OF APPEAL in all matters of dispute.

### **10. CLUB PROPERTY**

All Cups and Trophies will remain the property of The Club and shall be vested in the Committee. They shall be put up for competition at the designated shows for which they are listed. All archives, artefacts, and other articles will remain the property of The Club and shall be vested in the Committee.

In the event of The Club ceasing to exist, the cups and trophies belonging to The Club, shall be offered to the donors, their heirs or executors.

All other property and assets at the bank, will be disposed of according to the decision of the members of the last serving Committee, and/or at the discretion of The Kennel Club, in accordance with K.C. Rule C3a (10).

### **11. CLUB CHAMPIONSHIP SHOWS**



Members may propose a judge, two years in advance, for the Club Championship Show. Both proposer and seconder, must be fully paid-up Members, and must have the written consent of the person nominated. Nominations must reach the Secretary by January 2nd.

The nominee must fulfil the criteria laid down by The Kennel Club and this Club to award Challenge Certificates. In the case of judges from overseas judges, must be F.C.I. or A.K.C. approved, or from Countries with reciprocal arrangements with The Kennel Club, and all must have judged the breed at Championship level in their own Country of residence. The nominee will agree not to judge the Japanese Chin breed in the United Kingdom, in the preceding eighteen months to the date of the show. If there are more than six nominees, the Committee will hold a paper ballot vote to reduce the number of names that will be placed on the annual Voting paper. (See Rule 3a.). Nomination papers will be sent to members along with the AGM paperwork and additionally will be made available on the Clubs website.

In the event of the judge elected by the Members, not being approved by The Kennel Club, then the next highest person in the poll, gaining approval by The Kennel Club, will be selected,

## **CLUB OPEN SHOWS**

**11a.** Any fully paid-up Member may put forward a person's name to the Secretary for consideration, by the committee, to judge at a future Club Open Show.

The committee members of this Club will then nominate a minimum of 5 suitably qualified persons to judge the Open Show, two years in advance. At least one nomination being a person with a special interest in the breed, having owned, exhibited or bred a Japanese Chin.

Committee members will then vote by paper ballot at a committee meeting when the highest placed person will be offered the Open Show judging appointment. The nominee must fulfil the criteria laid down by the Club on their "B" Judging list. The Committee will give consideration to offering any nominated person who fulfils the criteria for a "C" or "B" judging list to judge a maximum of three Special Awards classes (as determined by the Kennel Club) during the lunch break at the Open Show. Nomination papers will be sent to members along with the AGM paperwork and additionally will be made available on the Clubs website.

## **12. AMENDMENTS TO CLUB RULES**

The Committee is vested with power to deal with any contingency not provided for in these Rules, but rules of The Club may not be altered except at an Annual General Meeting, or Special Meeting, the Notice for which contains specific proposals to amend the rules. Any proposed alteration to the rules may not be brought into effect until The Kennel Club has been advised and approved the alteration.

New rules or amendments introduced specifically to meet The Kennel Club requirements, shall be adopted immediately and be included in The Club's Constitution with effect from the Club's Annual Meeting.

The Kennel Club is the final authority for interpreting the rules of the society in all cases relative to canine or society matters

### **13. CODE OF ETHICS**

Members undertake to abide by and adhere to the terms and principals of "THE KENNEL CLUB CODE OF ETHICS" and 'THE MEMBERS AND BREEDERS ETHICAL CODE OF THE NORTHERN JAPANESE CHIN CLUB' and if found to be in breach of these codes, will be subject to disciplinary proceedings under Rule 9 and may be expelled.

### **14. NORTHERN JAPANESE CHIN CLUB CODE OF ETHICS**

This 'Code of Ethics' is included in the rules of the Northern Japanese Chin Club in the best interests of the breed, the Club and its members.

1. Maintain the best possible standard of canine health, cleanliness and veterinary care.
2. Only Kennel Club registered stock to be used for breeding.
3. All dogs and bitches which are used for breeding shall be in good health, free from any communicable diseases and hereditary faults including those faults as defined in the breed standard.
4. No bitch under the age of 18mths to be bred from. *No dog or bitch under the age of 12 months to be used for breeding.*
5. No bitch to be bred from more than once in any 12 months. No more than 3 litters to be bred from any one bitch. No bitch over the age of 8 years to be mated.
6. No puppy shall leave the breeder before 12 *weeks of age.*

7. Not to breed, to sell knowingly to pet shops, commercial breeders either in the UK or abroad and not to sell any stock to countries which do not have a reciprocal agreement with the Kennel Club or F.C.I.

8. Keep accurate breeding records, registration papers, pedigrees and health records (inoculations, worming and any ongoing medication) which may be applicable.

9. Furnish records of pedigrees and Kennel Club registrations, health records and transfer documents to each buyer. If registration papers are to be withheld a written agreement should be made at the time of sale.

10. Prospective buyers should be allowed to view the puppy or older stock in their 'natural' state.

11. Provide a diet sheet for each puppy.

12. Pet quality puppies or mature stock are sold with no breeding contract, the registration to be endorsed with the Kennel Club.

13. It is the breeders' responsibility to ensure that the puppy or mature stock is being homed to a permanent suitable home. That the new owners are given the necessary information with regard to their responsibilities, that the dog must be kept under control in public places and to clean up immediately after any 'accidents'.

14. The breeder is responsible for all dogs bred by them for the life of the dog. Puppies are not for commercial gain and breeders must ensure that they can look after all stock bred by them.

15. All members to be aware of local laws including the requirements of a breeder's licence prior to breeding.

16. Members are advised to be aware of and to participate in any relevant health testing which is promoting the improvement of the health of the breed.

## **PERSONAL CONDUCT**

17. Members are asked to treat each other with respect at all times. The Club has a zero tolerance to bullying in any form be that verbally, written or on social media.