



TREC SOUTHWEST CLUB CONSTITUTION

1. Title:

The Club shall be known as TREC SOUTHWEST, which may be abbreviated to TSW.

2. Aims and Objectives:

- 2.1 To promote TREC as a sport and recreational activity
- 2.2 To organise training, competitive events and other activities deemed to further the aims of the Club.
- 2.3 To maintain and improve standards of horsemanship and horse welfare.
- 2.4 To promote and ensure good conduct amongst riders and members.
- 2.5 To be affiliated to TREC GB, the governing body of TREC.

3. Membership:

- 3.1 Membership is open to anyone, regardless of gender, ethnicity, disability, religion, or sexual orientation.
- 3.2 Application shall be by submission of the application form to the Membership Secretary.
- 3.3 Members may be Full Members, Family Members, Junior Members, or Supporter Members.
- 3.4 Junior membership is from 5 years to 17 years. Junior members will need to be supported by a parental consent form or letter. Junior members will not have voting rights.
- 3.5 Supporter members receive newsletters and can attend social events. Supporters will have full voting rights.
- 3.6 Family membership is for two or more members of the same household.
- 3.7 The membership fee is payable annually on 1st October. Any member whose subscription has not been paid by 31st December shall have his or her name removed from the membership list.
- 3.8 Honorary membership may be conferred by the committee upon persons deemed by them to have rendered notable service to the Club.
- 3.9 The committee has the right to remove membership from any of its members where that person has breached the rules and ethos of TREC or has been found guilty of conduct derogatory to the character or prejudicial to the interests of TREC. In this case the person will be informed and given a chance to reply, however, there is no guarantee that the person will regain their previous status.
- 3.10 The committee has the right to reject any membership application where the committee believes it is in the best interests of the club to do so. In this case the person will be informed and given a chance to reply, however there is no guarantee that the person will be allowed to join and that decision is final for that membership year.

4. Administration:

- 4.1 All powers of the management of the Club shall be vested in a committee elected each year at the Annual General Meeting.
- 4.2 One third of the Committee shall resign at the AGM each year, usually those members who have served the longest. If more than one third of the Committee has served for the same length of time then the members to resign shall be determined by drawing lots. Retiring members are eligible for re-election.
- 4.3 The committee shall comprise of at least four members, and no more than seven, who shall elect from amongst themselves a Chairperson, Secretary, Treasurer and Membership Secretary.



- 4.4 Three shall form a quorum, but no decisions involving finance shall be taken without the consent of all the committee, or a majority where the number is greater than five.
- 4.5 Meetings may be held in person or online, e.g. Zoom.
- 4.6 Committee meetings will be held not less than bi-monthly.
- 4.7 The committee may co-opt additional members during the year at its discretion, but any person so co-opted shall retain office only until the next following Annual General Meeting and then shall be eligible for re-election.
- 4.8 Any member wishing to join the committee must submit an application in writing to the committee. The committee must respond within 14 days and may refuse an application on reasonable grounds e.g. if a member has previously acted inappropriately within TREC GB or any affiliated club, or is currently under investigation.
- 4.9 All members elected or co-opted to serve on the committee shall make a declaration of acceptance and willingness to act in the interest of the Club, and to support its aims.
- 4.10 If any committee member is suspected of acting inappropriately in a way that is deemed to put the committee and members at risk, the committee has the right to suspend them, until the committee has had a reasonable time to investigate.
- 4.11 The decision of the committee shall be final unless over-ruled by the majority of members at a Extraordinary General Meeting.
- 4.12 All committee members are free to resign at any time.
- 4.13 If a committee member leaves they need to ensure that any information or property of TSW is handed over in a timely manner, including any outstanding or current business.
- 4.14 The committee may formulate byelaws for the detailed running of the Club and elect sub-committees for any special activities of the Club which the committee may authorise.
- 4.15 A sub-committee or working group is answerable to the committee.

5. Finances:

- 5.1 The financial year shall run from 1st October annually.
- 5.2 Annual membership fees will be decided by the committee and notified to membership at the Annual General Meeting.
- 5.3 Legitimate expenses incurred on the Club's behalf will be reimbursed by prior agreement and on production of appropriate receipt, in line with the TSW expenses policy.
- 5.4 Members who support the Club's aims by organising fund-raising events, training, competitions or related activities must keep an accurate record of any income and outgoings, to be lodged with the Treasurer.
- 5.5 All surplus income or profits are to be reinvested in the Club: no surpluses or assets will be distributed to members or third parties except that the committee may agree a proportion of profits from an event be donated towards a specific equestrian use or TREC related cause.
- 5.6 An account is with Lloyds Bank in the name of TREC SOUTHWEST with authorised signatories, of either Chair or Treasurer to sign.
- 5.7 In the event of dissolution of the Club any net assets will be donated to a charity chosen by the committee.



5.8 Membership fees (last revised October 2022):

	Price	Newsletter and Mailing List	Facebook Training Zone Access	Training Access (Ridden and Non-Ridden)	Reduced entry fees for TSW events	Voting Rights
Full Member	£20	✓	✓	✓	✓	✓
Family Membership	£30	✓	✓	✓	✓	✓
Junior Member (5-17 Years old)	£10	✓	✓	✓	✓	✗
Supporter Member	£5	✓	✗	✗	✗	✓

6. Meetings:

- 6.1 The Annual General Meeting (AGM) will be held in March each year to transact the following business:
- To elect the committee.
 - To receive and, if approved, to adopt the Statement of Club's Accounts to the end of the preceding year.
 - To deal with any special matter which the committee may desire to bring before the members and to receive, for consideration by the committee, suggestions from the members. Notice convening the AGM shall be sent to members not less than 14 days before the meeting and shall specify the matters to be dealt with. Notice may be sent by email to all members from whom the secretary holds the address.
- 6.2 An Extraordinary General Meeting may be called by the committee, or by a request signed by not less than five members, specifying the business to be discussed. The secretary shall give all members ten days notice of the date of such a meeting and shall specify during said notice matters to be dealt with such meeting.
- 6.3 Accidental omission of notice to any member will not invalidate the general meeting. It is the member's responsibility to inform the membership secretary of any change to their communication details.

7. Miscellaneous:

- 7.1 The Club, its committee or persons acting on their behalf shall not be held responsible for any accident or injury to any person or property howsoever caused.



This constitution was adopted on: 1st August 2023

Signed by: *Karen Butt*

Karen Butt (Chair)

Countersigned by: *Jen McCann*

Jen McCann (Vice Chair)