

**DARROWBY AND DISTRICT RIDING CLUB  
CONSTITUTION  
25 OCTOBER 2012**

**1.0 INTRODUCTION**

This constitution sets out the rules under which Darrowby and District Riding Club (“DDRC” or “the club”) will operate.

This constitution has been based on the British Riding Clubs standard constitution as amended including to take account of practical considerations relevant to DDRC.

**2.0 TITLE AND MANAGEMENT**

2.0.1 The Club shall be known as the Darrowby and District Riding Club.

2.0.2 The management of the club shall be by the club’s management committee (“the committee”)

**3.0 OBJECTS**

3.0.1 The objects of the Club shall be:

- (a) To encourage riding as a sport and recreation, to promote good fellowship amongst riders and to improve and maintain the standard of riding and horsemanship
- (b) To organise instruction, lectures, competitive events and other activities to further the objects
- (c) To be affiliated to the British Horse Society (BHS) through British Riding Clubs (BRC) and to support and co-operate with recognised organisations interested in the welfare and riding of all types of horses and ponies
- (d) To investigate the subject of bridle tracks and rights of way with a view to maintaining and more clearly defining those that are in existence and to opposing any closure; and
- (e) To concern itself with any object which will benefit the horse and rider in the district.

**4.0 OPERATING CONDITIONS**

**4.1 Open to the whole community**

4.1.1 Anyone may join the club, without discrimination. In particular, there must be no discrimination on grounds of ethnicity, nationality, sexual orientation, religion or beliefs, sex, age or disability.

4.1.2 Different classes of membership may depend on:

- The age of a member, or whether he is a student, waged or unwaged
- Whether the member is a riding or non-riding member
- The distance between the club and where the member lives
- Restrictions as to days and times the club facilities may be used.

4.1.3 So long as it does not amount to discrimination, the club may refuse or cancel membership in order to maintain the best interests of the sport and the good conduct and interests of the club.

4.1.4 Fees must be set at a level that most members of the community can afford. The club must consider the steps necessary, if any, to make the membership fees affordable for the majority of people.

**4.2 Main purpose of the club**

4.2.1 The main purpose of the club is to afford members access to horse riding facilities and to encourage all its members to take part, whatever their ability.

### **4.3 Amateur basis**

- 4.3.1 The club is to be non-profit making and will only provide members and their guests with the sort of benefits that an amateur sports club would normally provide.
- 4.3.2 Any surplus income or gains must be reinvested in the club. No surplus or assets may be given to members or to anyone else apart from a registered charity.
- 4.3.3 Should the club be wound up, any surplus funds must be used for riding club or charitable purposes.
- 4.3.4 Members' benefits may include:
- Use of facilities and instruction
  - Medical treatment and insurance cover
  - Reasonable costs for travelling to away competitions
  - Reasonable provision of refreshments ancillary to sporting activities or as a social benefit arising incidentally from the sporting purpose of the club.
- 4.3.5 Any purchase of goods or services from members or employment of paid staff must be approved by the committee and must be on an arm's length basis. Members may not be paid to ride for the club.

### **4.4 Fit and proper persons**

- 4.4.1 The committee shall consider whether all its members and any proposed member are fit and proper persons. There is a presumption that all members are fit and proper but factors such as a history of fraud, disqualification as a director, being barred as a charity trustee will suggest otherwise. See [www.hmrc.gov.uk/charities/guidance-notes/chapter2/fp-persons-test.htm](http://www.hmrc.gov.uk/charities/guidance-notes/chapter2/fp-persons-test.htm) for further information.

### **5.0 MEMBERSHIP**

- 5.0.1 This shall comprise persons over the age of eighteen (or age thirteen to seventeen for junior members) who, having been accepted by the Committee or the membership secretary, have paid the subscription for the current period.
- 5.0.2 Honorary membership may be conferred by the Committee to any person deemed by them to have rendered notable service to the Club.
- 5.0.3 No junior member may vote. The committee may appoint a Junior Committee to discuss matters relevant to junior members and to make recommendations to the Committee for their consideration.
- 5.0.4 Anyone wishing to become a member may apply to the club secretary on the appropriate form which is available on the website.
- 5.0.5 Any member admitted by the membership secretary must be advised to the committee at its next meeting or available to the committee members on the website.
- 5.0.6 The annual subscription shall be payable on the first day of the Club's financial year. The club secretary may remove any member whose subscription is more than three months late from the Membership List after written notice by email or post and must notify the committee of the removal. Any member joining the club on or after 31st May shall be deemed to have paid his or her subscription for the ensuing year.
- 5.0.7 The Committee may expel from membership any member who has breached any of its rules or who has in the opinion of the Committee been guilty of any conduct derogatory to the character or

prejudicial to the interest of the Club, provided that before expelling him or her the Committee shall call upon him for an explanation of his conduct and provide a proper opportunity of answering the allegations against him.

## **6.0 ADMINISTRATION**

### **6.1 The Committee**

- (a) All powers of management shall be vested in the Committee consisting of the Chair, Secretary, Treasurer and up to six other members. Four shall form a quorum.
- (b) At the Annual General Meeting (AGM) each year, one third of the members of the Committee shall retire, being those who have been longest in office. Retiring members shall be eligible for re-election.
- (c) The Chairman, Secretary and Treasurer shall be elected annually by the Committee from amongst their members or members of the club.
- (d) The decision of the Committee shall be final unless over-ruled at a General Meeting.
- (e) The Committee shall be the sole authority for the interpretation of the rules and for anything relating to the club not provided therein and their decision shall be final and binding on the members.
- (f) The Committee may formulate its own rules for the detailed running of the Club and elect sub-committees for such activities as the Committee may authorise.
- (g) The Committee may fill any casual vacancy arising within it, but any person so co-opted shall retain office only until the next following AGM and then shall be eligible for re-election.

6.2 The financial year of the Club shall commence on the 1st October in each year.

6.3 The annual joining subscription shall be £30 for new members, £25 for renewal, £20/£10 for non-riding members and £50/£40 for a family or such other sum as the Committee shall from time to time determine.

6.4 The Committee may appoint annually a President and Vice-Presidents. They shall not by virtue only of such appointment become members of the Committee.

### **6.5 The AGM**

6.5.1 The AGM shall be held in October / November of each year to transact the following business:

- (1) To record attendees and apologies
- (2) To receive and if approved adopt the Minutes of the previous AGM
- (3) To adopt a Statement of the Club's Accounts to the end of the preceding year
- (4) For committee members to retire as per 6.1(b) and to fill vacancies on the Committee
- (5) To appoint an Auditor if members so request as per 6.6.2
- (6) To deal with any special matter which the Committee may desire to bring to the members;
- (7) To receive suggestions from the members for consideration by the Committee; and
- (8) Other business as communicated and included in the notice of meeting sent to members

6.5.2 Notice convening the AGM shall be sent to the members not less than 21 days before the meeting and shall specify the matters to be dealt with.

**6.6 Other administration**

- 6.6.1 A special 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 in such notice matters to be dealt with at the meeting.
- 6.6.2 Should a member make a request to any member of the committee, the Accounts of the Club for the current or preceding year shall be audited by a person appointed at the AGM. The person should be experienced in accounting matters and should not be a member of the club.
- 6.6.3 Notice may be given to any member by sending it by text message, email or post using the details registered in the records of the Club. If any member has no contact details in the United Kingdom such member shall not be entitled to receive any notice. The accidental omission to give notice of a meeting to or the non-receipt of a notice of a meeting by any member shall not invalidate the proceedings of the meeting.
- 6.6.4 These rules may be added to, repealed or amended by resolution at any Annual or Special General Meeting, subject to a majority of at least two-thirds of the members present and voting thereon, and provided that prior notice has been sent to all members stating the proposed amendment. Any changes must not invalidate the club's status as a CASC.
- 6.6.5 Apart from matters specifically mentioned elsewhere in these rules, other matters put to the members at an Annual or Special General Meeting or reserved for the Committee should be decided on the basis of a simple majority, each member having one vote except for the Chair of the meeting who may have a casting vote.

**7.0 MEMBERS' CONDUCT**

- 7.0.1 Members shall be correctly turned out at all mounted club events. Hard hats must be worn at mounted events.
- 7.0.2 Members shall at all time treat other members of the club with respect and when participating in club events or for the club shall treat all organisers, competitors and spectators with respect and shall not behave in a manner likely to bring the club into disrepute.
- 7.0.3 Each member must commit to helping at club or BRC Area activities for at least two days per year. Any member failing to make such a commitment or to perform such duties allocated to them shall be removed from membership at the discretion of the committee as per 5.0.7.

**This constitution was approved by the members in General Meeting**

**on the \_\_\_ day of \_\_\_\_\_ 20\_\_**

Signed (Chair or Secretary): \_\_\_\_\_

Name: \_\_\_\_\_