

# CONSTITUTION AND RULES (JANUARY 1994)

## (AMENDED JANUARY 2008)

**1. NAME:** The Section shall be called CROUCH VALLEY KOI SECTION and hereinafter shall be referred to as the section.

**2. OBJECTIVE:** The furtherance of interest in koi keeping, together with the sharing of knowledge about koi, and to encourage a spirit of friendliness between members of the Section and the BKKS.

**3. MEMBERSHIP:** All members /officers must be fully paid up members of the Section. Members may also be members of the BKKS, other Koi clubs, and sections, at their own discretion.

**3a:** The Committee may warn, suspend or expel any member for a breach of any of these rules, or for any conduct prejudicial to the interests of the Section. The member shall have the right to appeal at the next AGM of the Section.

**3b:** The Committee shall have the right to refuse membership to the Section to any applicant if they feel there are sufficient grounds for adopting such a policy, and if necessary not entering into the reasons for such a decision.

**4. ANNUAL GENERAL MEETING:** The Section shall hold an Annual General Meeting hereinafter referred to as the AGM. The AGM shall elect Officers and Committee members to serve the Section.

The AGM Officers and Committee of the Section shall hold office for a period terminating at the next AGM. They shall be eligible for re-election. Reports shall be made at the AGM by the retiring officers and Committee members on the progress of the Section over the past year. The Treasurers report shall cover the Sections accounts up to the end of the Section's financial year and duly audited by a qualified person agreed by the Committee. The AGM is to be held within the last two weeks of January each year.

**5. OFFICERS:** Officers of the Section must include a Chairperson, Secretary and Treasurer and any additional Officers the membership deem necessary to the Section, and who are duly elected at the AGM.

**6. COMMITTEE:** The Committee will include the Officers and all members duly elected at the AGM. The Committee shall have the power to co-opt any additional member from the Section to carry out any specific duty. The Chairperson shall have the casting vote at any meeting where there is a tie vote experienced.

**7. MEMBERSHIP YEAR:** Subscriptions for membership shall commence on the 1<sup>st</sup> February each year and end on the 31<sup>st</sup> January the following year, unless the subscription was associated with any promotional drives. The Subscription level for membership shall be determined at the AGM, and renewals shall be payable for the current year **within two months of the Jan AGM**

**8. FINANCIAL YEAR:** The financial year of the Section shall be from the 1<sup>st</sup> December to the 30<sup>th</sup> November of the following year, thus enabling the Treasurer to prepare audited accounts for presentation at the AGM.

**9. ADDITIONS & AMENDMENTS:** No rule shall be amended, rescinded or any new rule added without the approval of the members at the AGM, or through an Extraordinary General Meeting (EGM).

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**(AMENDED JANUARY 2008)**

**(CONTINUED)**

**Appendix A**

**Data Protection.**

The club will retain membership information electronically to assist with the administration of the clubs business. Information on occasion may be shared with the British Koi Keeping Society (BKKS). Information retained by CVKS will not be shared with any outside company for profit without prior consent of membership. Crouch Valley Koi Section and or the elected committee will not be held responsible for any loss of membership information. All reasonable steps will be taken to ensure Data is stored securely following data protection act guidance as set out by the information commissioner. By becoming a member, members accept that no redress exist with the club or elected committee in relation to loss of personal information stored as part of the administration of the club.

**PROMOTION'S**

The club reserves the right to withdraw promotions without notice.