



## CONSTITUTION

### THE SOUTH WESTERN ASSOCIATION OF THE WELSH PONY AND COB SOCIETY

The name of the Association to be 'THE SOUTH WESTERN ASSOCIATION OF THE WELSH PONY AND COB SOCIETY' embracing the counties of Cornwall, Devon, Dorset and Somerset (the Counties).

#### Objects

- To further the interests of the Welsh ponies and cobs through holding training days, stud visits, meetings and by any other means decided by the Committee.
- To encourage the show societies to put on suitable classes.
- To promote the merits of the Welsh breeds as performance animals in all disciplines.
- To support the aims of the equine industry in the prevention of cruelty to equines, and encourage further education of horse owners, keepers and others to ensure the care health and welfare of equines as recommended in the publication "Equine Industry Welfare Guidelines Compendium for Horses, Ponies and Donkeys."

#### Membership

By subscription, the amount to be as agreed at the Annual General Meeting and to take effect from the 1<sup>st</sup> January following the Annual General Meeting. The subscription is due on 1<sup>st</sup> January in each year. The following categories of membership to be available:

**Full:** Full Members shall be entitled to vote by post or in person as applicable at meetings of the Association and receive one copy of any newsletter or news sheet.  
Those under 18 years shall not be entitled to vote.  
Full Members residing outside of Cornwall, Devon, Dorset or Somerset shall not be entitled to hold office.

**Extra Adult Members** shall reside at the same address as the Full Member and pay a reduced subscription but not receive separate copies of newsletters or news sheets.



Those under 18 years shall not be entitled to vote.

**Child Members** (under 16 years) must be associated with a Full Member, but need not reside at the same address.

The Committee has the power to expel any member or to suspend or reprimand him or her in case he or she shall fail to observe any lawful rule made by the Committee or the Welsh Pony and Cob Society or whose conduct shall in the opinion of the Committee be derogatory to the character or prejudicial to the interests of the Association or the Welsh Pony and Cob Society.

### **Officers and Committee**

All office holders or those delegated to represent the Association must be fully paid up members of the Welsh Pony and Cob Society.

At least 4 weeks prior to the Annual General Meeting a notice inviting nominations for the Officers and Committee shall be despatched to all members.

Committee Members should aim to attend at least two meetings per year not including the Annual General Meeting. Any member who is unable to meet this commitment will be asked to stand down unless the committee consider there are exceptional circumstances which prevent their attendance.

If there is more than one candidate for a vacancy, a ballot will be held. The ballot results received will be announced at the Annual General Meeting. Incorrectly completed or altered ballot papers will be discounted.

All committee members must be members of the South Western Association of the Welsh Pony and Cob Society. If they are not members then their post on the committee will become vacant and they will have to join the Association and seek re-election.

### **Officers**

The officers of the Association shall be elected annually at the Annual General Meeting, to be held by 31st January each year, the officers being: Chairman, Vice Chairman, Secretary and Treasurer. All nominees shall have already served or be serving as a Committee Member.



## **Committee**

The Committee should consist of at least 6 members (preferably but not necessarily 2 members per county) but can operate with less members if necessary.

A Committee member will serve for 3 years and at the end of that period will be eligible for re-election.

Any person co-opted on to the committee shall be approved by at least four committee members.

Any casual vacancy on the Committee shall be filled by the Committee by co-option and any member so appointed shall retire at the following Annual General Meeting but shall be eligible as a candidate for election to the committee in any capacity at such Annual General Meeting.

## **Sub Committees**

Any Sub Committee set up by the main committee, i.e. Show, Stud, Newsletter etc to automatically cease at each Annual General Meeting.

## **Meetings**

The Annual General Meeting shall be held by the 31st January in each year.

The Committee shall meet at least 4 times per year.

The Chairman of any meeting shall have a second and casting vote in the event of equality of voting.

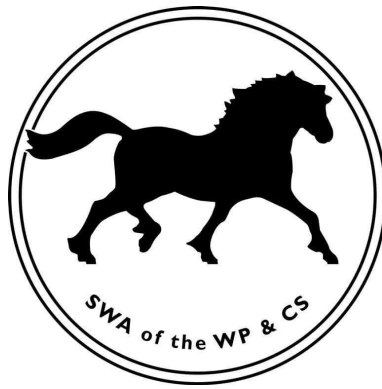
The quorum of members at any Committee Meeting shall be 4.

Proper records must be taken of all meetings.

## **Finance**

The financial year will end on the 31st day of December each year, and the accounts shall be verified by an ACCA or ACA qualified accountant.

All bank accounts held in the name of the Association, belong to the Association, and must have at least two registered signatories at all times, usually the Chairperson and Treasurer, all of whom must be current members of the Association's committee.



Any financial transaction made on behalf of the Association must be documented and authorised by a minimum of two signatories before payment is made. All monies received by the Treasurer on behalf of the Association shall be paid into an account with the Association, and all cheques drawn shall be signed by either the Chairperson or a person nominated by committee.

### **Indemnity**

In carrying out the Association's business, no member of the Committee shall be liable for any loss to the Association arising from any investment or action made in good faith or for the negligence or fraud of any agent employed by him or her or by any other member of the Committee, except individual wrong-doing on the part of the member of the Committee who is sought to be made liable.

### **Safeguarding**

In compliance with current legislation the Association acknowledges all adults have a responsibility to protect children, young people and vulnerable adults. The Committee will ensure that adequate steps are taken to provide this protection in accordance with current guidance and legislation.

### **Health and Safety**

The Committee accepts that equines and riding carry physical risks but expects that all participants and their parents or guardians are aware of this and take all sensible precautions. The Committee will continually review health and safety requirements including carrying out a risk assessment for all events and will implement such procedures as are decided by the Committee and comply with legislation.

### **Insurance**

It is the Committee's responsibility to ensure the Association has adequate public liability and employee liability insurance.