



Constitution/Code of Conduct

The club will be called **Battle and District Riding Club** (Hereinafter known as 'the club') and may also be known as BDRC. Battle and District Riding Club will be affiliated to The British Horse Society. The club may also be registered with appropriate statutory bodies as required by its constitution and organisation.

1. Club Structures / Legal Structures

The Club is a not for profit organisation.

3. Aims & Objectives

The aims and objectives of the club will be to undertake the following within the local community:

- To promote participation in horse riding as a sport and recreational activity within the local community.
- To provide opportunities for coaching, training and competitive opportunities within the amateur sport of horse riding.
- To promote good fellowship amongst riders.
- To promote, improve and maintain the standard of riding and horsemanship.
- To promote and improve horse welfare.
- To support and co-operate with organisations that promote equestrianism in all forms.
- To concern itself with any matter which will benefit the horse and horse user in the local community.

4. Membership

- a. Membership of the club is open to anyone interested in promoting, coaching, volunteering or participating in horse riding, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.
- b. Membership shall consist of persons who have attained the age of eighteen, and having been accepted by the committee, have paid the due subscription for the current period. Honorary membership may be conferred by the committee upon any person deemed by them to have rendered notable service to the club.
- c. To become a member, persons must agree to the conditions of the club and pay the membership fee via the BRC membership portal.
- d. The membership will consist of the following categories:
 - Senior Member

- Honorary Member

e. The committee may refuse or remove membership only for good cause, such as conduct or character likely to bring the club, the sport, or The BHS into disrepute. Appeal against refusal or removal may be made to a committee of members established for the purpose. However, refusal of membership due to the lack of available facilities is allowable on a non-discriminatory basis.

f. All members will be subject to this constitution and by joining the club will be deemed to accept these regulations and any codes of practice that the club has adopted.

g. The membership runs for 12 months from point of purchase. Once this period is up a member must renew their membership via the BRC membership platform to remain a current member of the club or their membership will expire.

h. The annual subscription shall be determined by the committee.

5. Sports Equity

a. The club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

b. The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality, or social/economic status.

c. The club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment, and abuse.

d. All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

e. The club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

6. Committee

a. The affairs of the club shall be conducted by a committee which shall consist of Chairperson, Secretary, Treasurer and a minimum of four other committee members.

b. The Chairperson, Treasurer and Secretary shall be elected annually by the committee from among their number.

c. If agreed, the committee shall elect a Vice Chair from among its members.

d. Three committee members shall form a quorum.

e. The officers of the committee shall be elected at the AGM.

- f. All committee members must be members of the club and must have held consecutive membership for a minimum of two years before being elected onto the committee.
- g. The term of office for the committee shall be three years, and members shall be eligible for re-election.
- h. If the post of any officer or ordinary committee member should fall vacant after such an election, the committee shall have the power to fill the vacancy until the succeeding Annual General Meeting.
- i. The committee will be responsible for adopting new policies (including with regard to Safeguarding, Health and Safety and Disciplinary matters), codes of practice and rules that affect the organisation of the club.
- j. The committee will have powers to appoint any advisers to the committee as necessary to fulfil its business.
- k. The committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The committee will be responsible for taking any action of suspension or discipline following such hearings.
- l. The committee meetings will be convened by the Secretary of the club and be held no less than five times per year.
- m. All committee members will have the right to vote at committee meetings.
- n. The decision of the committee shall be final unless overruled at a General Meeting.

7. Finances

- a. The club treasurer will be responsible for the finances of the club.
- b. The financial year of the club will run from 1st January and end on 31st December in each year.
- c. All club monies will be banked in an account held in the name of the club.
- d. The accounts of the club shall be audited/checked by an independent person at the end of each year. An audited/independent checked statement of annual accounts will be presented by the treasurer at the Annual General Meeting.
- e. Any cheques, BACS or other electronic means of payment (PayPal etc) drawn against club funds should hold the signatures of or be authorised by the treasurer or one of up to two other officers.
- f. The annual subscription for the club shall be determined by the committee.
- g. All members of the club shall, if it is not an incorporated organisation, may be jointly and severally responsible for the financial liabilities of the club.

8. Annual General Meetings and Extraordinary General Meetings

- a. General meetings are the means whereby, subject to any other constitutional provisions, the members of the club exercise their democratic rights in conducting the club's affairs.
- b. The club shall hold the Annual General Meeting (AGM) in the first quarter of each year to transact the following business:-
 - Approve the minutes of the previous year's AGM.
 - Receive reports from the Chairperson and Teams Manager.
 - Receive a report from the Treasurer and if approved adopt a statement of the club's accounts to the end of the preceding year.
 - Elect the members onto the committee.
 - Fill any vacancies on the committee.
 - Deal with other relevant business.
- c. Notice of the AGM will be sent to all members with at least 21 days' notice stating the location of the meeting, its time and a brief description of the business to be transacted.
- d. Except in exceptional circumstances, one third of the members of the committee shall retire at the meeting, typically based on length of service. Retiring members shall be eligible for re-election.
- e. Proposed changes to the constitution shall be sent to the Secretary prior to the AGM, who shall circulate them at least 7 days in writing before an AGM.
- f. All members have the right to vote at the AGM.
- g. The quorum for AGMs will be usually 25% of membership.
- h. The Chairperson of the club shall hold a deliberative as well as a casting vote at general and committee meetings.
- i. An Extraordinary General Meeting (EGM) shall be called by an application in writing at least 14 days before the appointed date to the Secretary supported by at least 10% of the members of the Club. The committee shall also have the power to call an EGM on 14 days' notice by decision of a simple majority of the committee members. Members shall be sent details of the subject of business of such an EGM.
- j. All procedures shall follow those outlined above for AGMs.

9. Amendments to the constitution

This constitution (which may be supplemented by formal articles if a Company or a CIO Constitution) will only be changed through agreement by a simple majority vote at an AGM or EGM.

10. Discipline and appeals

- a. All safeguarding concerns will be dealt with in accordance with the approach set out in the safeguarding statement. The Club Safeguarding Lead is the lead contact for all members in the event of any safeguarding concerns. Our safeguarding statement is reviewed annually.

- b. All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.
- c. The committee will meet to hear complaints within 21 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.
- d. The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the hearing.
- e. There will be the right of appeal to the committee following disciplinary action being announced. The committee should consider the appeal within 30 days of the Secretary receiving the appeal.
- f. If any member has concerns or suspects harm, abuse or cruelty to any equine attending any of the club activities or BRC Area 10 or Championship events they will be encouraged to talk to/report it to any committee member, our Welfare Lead, or BRC Area or Championship representative. All reports will be confidentially recorded and if necessary acted upon.

11. Liabilities, Indemnities and Insurance

- a. Depending upon the Constitution of the club, the committee members may have personal liability for all liabilities and indemnities of the club. They shall consider carefully their obligations in this regard. If the club is formed with its own legal identity, liabilities will be limited to the value of the shares or membership held by individual members of the club.
- b. Whilst affiliated to the British Horse Society, the club shall be entitled to benefit from Public Liability Insurance and Employer's Liability Insurance as per the BHS Insurance arranged by SEIB Insurance Brokers Ltd. The insurances provided are subject to the policy terms and conditions. A copy of the full insurance policy documents are available on request from the BHS. The club may also take out Property Owners Liability, Directors and Officer's Liability/Trustee Indemnity and other insurance as required and shall present details of such insurance to its AGM each year. The club shall seek to take out appropriate insurances, particularly with regard to potential property damage or personal injury claims to which the club may be subject based on its ordinary club activities, and confirmation as to the details of the insurances held shall be presented to each AGM of the club.

12. Dissolution

- a. A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.
- b. In the event of dissolution, provided that the club is solvent, all debts should be cleared with any club funds. Any assets of the club that remain following this will be transferred not to the committee, but as resolved by the EGM or AGM to be held in an account for three years under the control of the Chairperson, Treasurer and Secretary at the time, and if the club is not restarted, the funds will be distributed to a local charity/s or not for profit organisation of their choice.

13. Declaration

Battle and District Riding Club as an affiliated riding club to The British Horse Society hereby adopts and accepts these rules and constitution.

Name		Position	Chairperson
Sign		Date	

Name		Position	
Sign		Date	

February 2025