

Constitution of British Team Chasing (BTC)

Article I: Name and Headquarters

1. **Name:** The name of this organisation shall be British Team Chasing, hereinafter also referred to as "BTC".
2. **Headquarters:** The headquarters of BTC shall initially be located at British Hound Sports Association, Overley Barn, Daglingworth, Cirencester, Gloucestershire GL7 7HX

Article II: Objectives and Purpose

1. **Objectives:** The objectives of BTC are:
 - To establish and administer the rules and regulations for each horse-riding event recognised by BTC as meeting their required standards of organisation and safety for team chasing and thus designated as an affiliated event ("Event").
 - To guide and assist individual competition venues in organising and running Events, ensuring compliance with established standards.
 - To ensure the welfare of competitors and promote a safe and ethical team chasing environment.
 - To manage the finances of BTC responsibly.
 - To work towards the growth and development of British Team Chasing at the national level, including managing sponsorship, media coverage and public relations.

Article III: Membership

1. **Membership Categories:** BTC shall have the following categories of membership for those duly registered as members with BTC :
 - Affiliate Members: the respective organising committees of each Event shall be an Affiliate Member, represented by their chairman or another nominated committee member.
 - Associate Members: individuals or competitors participating in, attending or supporting one or more Events during the then current team chasing season.
 - Temporary Members: individuals or competitors participating in, attending or supporting Events who do not wish to become Associate Members.
 - Honorary Members: individuals admitted to Honorary Membership by the Board in recognition of exceptional service to team chasing.
 - Full Members shall include Affiliate, Associate and Honorary Members.
2. **Membership Criteria:** Membership criteria, rights, and responsibilities for each category shall be outlined in a separate Membership Policy document.

Article IV: Governance Structure

1. Board of Directors

BTC shall be organised and operated under the control of a group of Full Members designated as the Board of Directors ("the Board").

2. Composition and election of the Board

- The Board shall consist of not more than 13 Directors, each being a Full Member elected at a general meeting of BTC from nominations submitted in the appropriate form to the Secretary of BTC ("the Secretary") at least 14 days prior to the scheduled general meeting.
- The Secretary will send out details of the nominations for the Board at least 7 days before that general meeting, with each Full Member being entitled to vote in person or by proxy in the election process.
- Each Director shall be elected for a maximum of three years, and no individual may serve more than three consecutive terms.

3. Chairman

- The Chairman shall be elected by members of the Board from amongst their number and shall hold office for a maximum of 3 years or until his or her earlier resignation or removal.
- The Chairman's role shall be to run Board meetings and generally oversee the operation of BTC and its compliance with rules and regulations as an off-shoot of the British Hound Sports Association.

4. Role and Responsibilities of the Board

- The Board shall meet at least twice in each calendar year.
- The Board shall be responsible for making strategic decisions, overseeing the general management of BTC, and ensuring the fulfilment of its objectives.
- The Board shall also be responsible for the election of an Executive Committee to which the day-to-day administration of the BTC shall be delegated.
- Board resolutions require a quorum of seven Directors present in person for there to be a valid vote, in which the Chairman only has a vote in the case of a tied vote. Decisions are by simple majority vote.

5. The Executive Committee

- The Executive Committee shall be appointed from amongst their number by the elected Directors at the first meeting of the newly elected Board and shall include the Chairman.
- The Executive Committee shall total not more than 7 members (including the Chairman) each of whom shall serve for not more than three years, with the option for re-election for a maximum of two further consecutive terms.
- Nominations for the replacement of an Executive Committee member in the event of retirement or removal shall be made to the Secretary and the election shall take place at the next scheduled or specially called general meeting. The remaining members of the Executive Committee shall have the right to appoint an interim member until that further election.

6. **Role and Responsibilities of the Executive Committee**

- The Executive Committee shall be responsible for the day-to-day operations of BTC, implementation of strategic decisions made by the Board, and ensuring the effective functioning of other committees.
- A quorum of five members of the Executive Committee is required for a valid vote with the Chairman only having a vote in the case of a tied vote. Resolutions require a simple majority.

7. **Removal of Directors or Committee Members**

- Shall be in accordance with the BTC Process for the Removal of Directors or Executive Committee Members.

8. **Secretary**

- The Secretary shall be appointed by the Board on terms agreed with the Chairman.
- The Secretary shall be entitled to attend but shall not have a vote at any general, Board or Executive Committee meeting.

Article V: Meetings

Section [V.i]: Annual General Meetings (AGMs)

1. **Frequency:** The Association shall hold an Annual General Meeting (AGM) once a year. The specific date, time, and location of the AGM shall be determined by the Board.
2. **Notice:** Notice of the AGM, including the agenda and any proposed amendments to the Constitution or Bylaws, shall be communicated to all Full Members at least 28 days prior to the scheduled date.
3. **Agenda:** The agenda for the AGM shall include, but not be limited to, the following:
 - Confirmation of Minutes from the previous AGM
 - Reports from the Board
 - Financial Report
 - Election of Directors (if applicable)
 - Any other business deemed appropriate by the Board.

Section [V.ii]: Extraordinary General Meetings (EGMs)

1. **Calling an EGM:** An Extraordinary General Meeting (EGM) may be called at any time by the Board or upon a written request signed by 40% of Full Members. The request for an EGM shall state the purpose of the meeting.
2. **Notice:** Notice of an EGM, including the agenda and any proposed amendments to the Constitution or Bylaws, shall be communicated to all Full Members at least 14 days prior to the scheduled date.
3. **Agenda:** The agenda for an EGM shall be limited to the specific matters for which the meeting was called.

Article VI: Competitions

1. **Rules and Regulations:** BTC shall establish and maintain rules and regulations governing British Team Chasing events, ensuring safety, fairness and sportsmanship.
2. **Competition Venues:** BTC shall work with individual competition venues to ensure compliance with standards and regulations.

Article VII: Finance

1. **Funding:** BTC shall generate revenue through membership fees, sponsorships and other lawful means to support its activities.
2. **Financial Management:** A transparent and accountable financial management system shall be maintained, with annual accounts prepared by independent qualified accountants.

Article VIII: Public Relations and Media Coverage

1. **Promotion of the Sport:** BTC shall actively promote British Team Chasing through public relations campaigns and media coverage.
2. **Representation:** BTC shall represent the interests of British Team Chasing in dealings with external entities.

Article IX: General

1. All notices and other formal communications shall be in writing and sent by email or by 1st class post.
2. This constitution may be amended by a 60% majority vote of the Full Members present in person or by proxy at a General Meeting. Any proposed amendments shall be submitted in writing to the Secretary at least 21 days prior to that General Meeting and the Secretary shall send out details of any proposed amendments to members at least 14 days before the general meeting.
3. In the event of BTC ceasing to operate, and a resolution being passed for its dissolution, any remaining assets shall be transferred to the British Hound Sports Association, as determined by a majority vote of the Full Members.