



The South African Pony Club

THE CONSTITUTION

OF

THE SOUTH AFRICAN PONY CLUB

incorporating

1. The Constitution of 'The Branch of The South African Pony Club'.
2. The Constitution of 'The Regional Committee of The South African Pony Club'.
3. The Constitution of 'The National Committee of The South African Pony Club'.

*The South African Pony Club
4th February 2011*

**THE CONSTITUTION OF THE BRANCH / CENTRE
OF
THE SOUTH AFRICAN PONY CLUB**

1. OBJECTIVES

- To encourage young people to ride and to learn to enjoy all kinds of sport connected with horses and riding.
- To provide instruction in riding and horsemanship and to educate Members to look after and to take proper care of their animals.
- To promote the highest ideals of sportsmanship, citizenship and loyalty to create strength of character and self-discipline.

2. MEMBERSHIP

Open to boys and girls under 25 years of age.

Ordinary Members are those who have not attained the age of eighteen (18) years.

Associate Members are those of eighteen (18) years of age or over.

Membership terminates on attaining twenty five (25) years of age.

Members may belong to one Branch only, but Membership of any Branch of The Pony Club constitutes Membership of the Club as a whole and is freely transferable.

Centre members are those who ride at an equestrian facility and either do not own their own horse or pony or do not have the facilities to transport such horse or pony to a branch rally.

Centre members may belong concurrently to a branch, and then will pay both the centre and branch annual subscription.

3. BRANCH and CENTRE ADMINISTRATION

The Branch shall be administered by a District Commissioner and a Committee.

The Centre shall be administered by a representative of the riding centre, reporting to and working in conjunction with a representative from the Pony Club Region within which they fall. Activities of the centre are organized between the centre representative and the pony club region representative. A committee is not required to administer a centre.

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4. DISTRICT COMMISSIONER

The District Commissioner shall be elected by the local committee. An application to the Regional Committee shall be made in writing for the approval of the elected D.C.

No person who is financially interested in letting out or selling horses, or equestrian instruction or keeping liveries for personal profit will be eligible for appointment as a District Commissioner except in special circumstances which the Regional Committee in their absolute discretion will decide.

5. BRANCH COMMITTEE

The District Commissioner shall constitute his/her Committee along the guidelines set out in The Pony Club Rules.

6. ANNUAL SUBSCRIPTION

Each member shall pay to the Branch such annual subscriptions, as the Branch Committee shall from time to time decide.

Centre members pay half the National and Regional annual subscription.

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7. FINANCE

- 7.1 The Committee of this Branch is hereby empowered to open such Bank accounts at any recognised financial institution as it may from time to time decide in the name of: 'The Branch of The South African Pony Club'.
- 7.2 In addition to the Branch Treasurer all cheques, promissory notes, bills of exchange or other negotiable instruments including Internet Electronic Funds Transfer, (with procedures and checks to follow) shall be signed by the District Commissioner or a Committee Member appointed for that purpose.
- 7.3 The Branch shall once in each year, render to the Regional Committee a simple statement of assets and liabilities, and an inventory list of trophies, movable property, stocks, etc.
- 7.4 The Branches shall once in each year, render to the Regional Committee such Regional and National levies as Regional or National shall from time to time decide.
- 7.5 At any time, as requested by the Regional Committee, the Branch shall make available to the Regional Committee all banking and financial details.
- 7.6 The Branch must notify the Regional Committee of any changes to its bank details.

7.7 Levies collected by centres are paid directly to the Region / National. A bank account is not required by a centre. Should one be opened, it is opened in the name 'The XXX Centre of the South African Pony Club', and the rules pertaining to finances in clauses 7.1 to 7.5 above apply.

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8. GENERAL RULES AND REGULATIONS

The Branch shall operate within this Constitution and the Rules and Regulations of The South African Pony Club National Committee as laid down from time to time.

It is specifically noted that The South African Pony Club National Committee is affiliated to and constituted in terms of The Pony Club, as governed by the organisation and Rules of The Pony Club, as set out in The Pony Club Year Book (UK) and has adopted such rules and regulations, save and except where these have from time to time been amended for South African conditions.

9. CONSTITUTION

- 9.1 Only the Regional Committee shall be empowered to change this Constitution in accordance with Clause 6 of The Regional Constitution.
- 9.2 Such amendment is not effective until it has been submitted to and approved by The National Committee of The South African Pony Club.

Approved at The National AGM of <u>4th February 2011</u>	:	<u>Rob Pickard</u>	Deleted: 27 th May 2006
Approved and accepted by:			Formatted: Superscript
National Chairperson	:	<u>Rob Pickard</u>	Deleted: (Outgoing)
National <u>Vice</u> Chairperson	:	Isabelle Weyer	Deleted: Liz Templer
Western Cape Regional Chairperson	:	<u>Gloria Killian</u>	Deleted: (Incoming)
KZN Regional Chairperson	:	<u>Louise MacLeod</u>	Deleted: Tania Anniciello
Gauteng & Limpopo Regional Chairperson	:	<u>Michelle MacKenzie</u>	Deleted: Limpopo Regional Chairperson . . . : W Van Eck
Eastern Cape Regional Representative	:	Adele Rheeder	Deleted: Rob Pickard
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			Deleted: Myra Passmoor

**THE CONSTITUTION OF THE REGIONAL COMMITTEE
OF
THE SOUTH AFRICAN PONY CLUB**

1. NAME

The Organising Body of The South African Pony Club in this Region shall be known as:
'The Regional Committee of The South African Pony Club'.

2. POWERS AND DUTIES

The Committee, having received the authority of The South African Pony Club to do so, shall manage the affairs of the South African Pony Club in this Region in accordance with Rule 11.

3. RULES

The South African Pony Club in this Region is governed by this Constitution and the Rules of The South African Pony Club, as may be amended from time to time by the National Committee of The South African Pony Club in accordance with Rule 8 and Rule 33.

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4. COMMITTEE MEMBERSHIP

4.1 The Committee shall consist of two representatives from each Branch and the Regional Chairman of The South African Pony Club Region as elected from time to time.

4.2 The Chairman shall be elected by the members from among themselves at the Annual General Meeting and shall hold office for two years and thereafter may offer himself/herself for re-election.

4.3 The Vice-Chairman shall be elected by the members from among themselves at the Annual General Meeting and shall hold office for two years, and thereafter may stand for re-election. The duties of the Vice-Chairman shall be limited to responsibility for The South African Pony Club Region only in the temporary absence, for whatever reason, of the Chairman.

4.4 The Committee may appoint a Secretary, a Treasurer, and a Public Relations Officer and may co-opt any suitable person to attend their meetings, but such officials and persons shall have no vote.

4.5 The office of the members of the Committee shall be vacated:

4.5.1 On resignation.

4.5.2 On ceasing to be a Branch Representative, except in the case of the current Regional Chairman, Vice-Chairman and officials appointed according to clause 4.4 above.

4.5.3 On failing to attend three successive meetings of the Committee, either in person or by proxy.

5. MEETINGS OF THE REGIONAL COMMITTEE

5.1 Annual General Meeting

An Annual General Meeting shall be held every year, on a suitable date at a suitable venue, within six (6) weeks of the end of the financial year. Only representatives of Branches in good standing may vote at the AGM.

5.2 Ordinary Meetings

Meetings may be called whenever the Chairman considers it necessary with a minimum of four (4) meetings per annum.

5.3 Special Meetings

On the request of any two members, the Chairman shall call a special meeting. Such members must submit text of the Resolution they wish to put to the meeting for inclusion in the Agenda (see 5.4 below).

5.4 Notice of Meeting and Agenda

At least 14 days written notice shall be given of meetings, except where an amendment to the Regional Rules or Constitution is proposed when twenty-eight (28) days, written notice must be given. The notice must include an Agenda which, when appropriate, must include the wording of any resolution submitted, or of any proposal for amendment to the Rules and/or Constitution of the Regional Committee.

When consideration of the suitability of a District Commissioner or Committee Member or criticism of any Branch is proposed, this must be included in the Agenda.

5.5 Quorum

A quorum shall comprise two-thirds of the membership.

5.6 Proxies

A member unable to attend a meeting may appoint a suitable person to act as his proxy, but must notify the Chairman in writing that he has done so. Such proxy must be fully empowered to vote on items on the agenda.

5.7 Voting

Where a simple majority will suffice, the Chairman will have a casting vote.

6. AMENDMENTS TO THE REGIONAL CONSTITUTION

6.1 Amendments to this Constitution shall require a two-thirds majority of the full voting Regional Committee and the dissidents shall not include representatives from more than two Branches.

6.2 Such an amendment is not effective until it has been submitted to, and approved by the National Committee of the South African Pony Club.

6.3 Refusal of approval of a District Commissioner shall require a two thirds majority of the full voting Regional Committee and that the dissidents shall not include representatives from more than two Branches. The Regional Committee need not give disclosure of any reason for withholding approval, in accordance with Rule 9.9.

6.4 Action by the Regional Committee under The South African Pony Club Rules 9.7; 9.8; 9.9 and 9.10 to intervene in any conduct of any Branch shall require a two-thirds majority of the full voting Regional Committee and the dissidents shall not include representatives from more than two Branches.

7. SUB COMMITTEES

The Regional Committee may form sub-committees, as it thinks necessary.

8. WAIVER OF LIABILITY

The Regional Committee of The South African Pony Club cannot be held responsible in any way whatsoever for liabilities or debts incurred by any Official, Associate or Member of The South African Pony Club.

9. BANK ACCOUNT

The Regional Committee may appoint Bankers and operators on the Club's Bank Account provided that all cheques, bills of exchange, promissory notes or other negotiable instruments shall be signed by the Chairman or a Member appointed for that purpose in addition to the Treasurer.

10. DISPUTE RESOLUTION

Refer to the National Committee.

| Approved at The National AGM of 4th February 2011 Deleted: 27th May 2006.

Approved and accepted by: Formatted: Superscript

National Chairperson	:	<u>Rob Pickard</u>	Deleted: (Outgoing
National <u>Vice</u> Chairperson	:	Isabelle Weyer	Deleted:)
Western Cape Regional Chairperson	:	<u>Gloria Killian</u>	Deleted: Liz Templer
KZN Regional Chairperson	:	<u>Louise MacLeod</u>	Deleted: (Incoming)
Gauteng & Limpopo Regional Chairperson	:	<u>Michéllé MacKenzie</u>	Deleted: Tania Anniciello
Eastern Cape Regional Representative	:	Adele Rheeder	Deleted: Limpopo Regional Chairperson W Van Eck
			Deleted: Rob Pickard
			Deleted: .
			Deleted: Myra Passmoor

**THE CONSTITUTION OF THE NATIONAL COMMITTEE
OF
THE SOUTH AFRICAN PONY CLUB**

1. NAME

The name of the Committee shall be "The South African Pony Club National Committee".

2. TERRITORY

The territory controlled by the National Committee shall be the Republic of South Africa.

3. THE PONY CLUB

The Committee acknowledges that it is Constituted in terms of Rules 8 and 10 of The South African Pony Club.

4. OBJECTIVES

- 4.1 To promote, encourage and protect the interest of The Pony Club and to deal with matters, which may affect the common interests of the Members in all Regions.
- 4.2 To negotiate with the relevant South African Government bodies that may be appointed from time to time, and the South African Equestrian Council, when necessary, and to act as a link between Regional controlling bodies and The Pony Club Council in the UK.
- 4.3 To organise International, National and Inter-regional Championships and competitions and to select teams and/or individuals to represent The South African Pony Club in International Events.
- 4.4 To draw up rules and guidelines for Pony Club competitions at International, National and Inter-Regional events and for the guidance of Regional bodies and Branches organising competitions at events of lesser status, providing always that such rules shall maintain the spirit of The Pony Club.
- 4.5 To assist in the co-ordination of Pony Club activities throughout the territory.
- 4.6 To promote higher standards of instruction throughout the Territory.
- 4.7 To arrange "A" Tests and promote uniform standards of testing.
- 4.8 To collect and disseminate any information of use to Regional Bodies and Members in general.

5. MEMBERSHIP

- 5.1 The Committee shall consist of the Regional Chairman and Vice-Chairman from each Region and the National Chairman of The South African Pony Club as elected from time to time.
- 5.2 The Chairman shall be elected by the Members from among themselves at the Annual General Meeting and shall hold office for two years and thereafter may offer themselves for re-election. Upon election the Chairman shall cease to represent a region and that region shall elect a replacement at an Extra Ordinary General Meeting of that Region.
- 5.3 The Vice-Chairman shall be elected by the Members from among themselves at the Annual General Meeting and shall hold office for two years, and thereafter may offer themselves for re-election. The duties of the Vice-Chairman shall be limited to responsibility of The South African Pony Club only in the temporary absence, for whatever reason, of the Chairman.

5.4 The Committee may appoint a Secretary, a Treasurer, a Development Officer and an SAEC representative, and may co-opt any other suitable person to attend their meetings, but such official and persons shall have no vote.

5.5 The office of the Members of the Committee shall be vacated:

5.5.1 On resignation.

5.5.2 On ceasing to be a Regional representative, except in the case of the current National Chairman, Vice-Chairman and the officials appointed according to Clause 5.4 above.

5.5.3 On failing to attend three (3) successive meetings of the Committee either in person or by proxy.

6. MEETINGS

6.1 Annual General Meeting

A minimum of one meeting shall be held within each twelve (12) month period, which if necessary, shall include the Annual General Meeting.

6.2 Special Meetings

A quorum of Members may at their discretion call a Special Meeting.

6.3 Notice of Meeting and Agenda

At least thirty (30) days notice shall be given of any meeting. The Agenda must include the wording of any resolution proposed and any matters for discussion and decision.

This Agenda shall accompany the 'Notice of the Meeting' and both the 'Notice' and the 'Agenda' shall be transmitted in writing.

6.4 Quorum

The quorum shall be two-thirds ($\frac{2}{3}$) of voting Members, or their nominated proxies.

6.5 Proxies

A Regional Member unable to attend a meeting may appoint a suitable person to act as proxy, but must notify the Chairman personally or in writing that he has done so.

6.6 Voting

Voting shall be one vote per Region, the Chairman having a casting vote when necessary.

6.7 Items not on the Agenda

If an item is raised which is not on the 'Agenda', it may be discussed under 'General'.

7. AMENDMENT OF THE SOUTH AFRICAN PONY CLUB RULES

An amendment of the Rules under The South African Pony Club Rule 29 requires a unanimous vote of all Regions.

8. AMENDMENT OF THIS CONSTITUTION

An amendment of this Constitution requires the unanimous agreement of the full National Committee. Clause 3 can never be altered.

9. LEVIES

The Committee shall have the power to raise money by imposing a levy on Regions based on the Membership of the Branches as at 30th September each year.

10. SUB COMMITTEES

The National Committee may form sub-committees, the Members of which need not be Members of the National Committee.

11. AFFILIATION

The Committee may join, co-operate with, or become affiliated to, any body or association whose objectives are similar to those of The Pony Club, provided this does not imply that Members or associates are forced to join any body or organisation other than The South African Pony Club.

12. REPRESENTATION ON OTHER BODIES

The Committee may elect representatives from Members, to other bodies. Such duly appointed representatives shall serve as a representative of The South African Pony Club and not as an individual. Every representative elected is to carry out the instructions of the Committee in all matters pertaining to his appointment and the Committee may at any time recall the appointment of any representative and appoint another in his place.

13. FURTHERANCE OBJECTIVES

The Committee may do all things lawful in furtherance of its objectives.

14. DISCLAIMER

The National Committee and Members thereof cannot be held responsible, in any way whatsoever, for liabilities or debts incurred by any Official, Associate or Member of The South African Pony Club.

15. DISPUTE RESOLUTION

In the event of a dispute over the meaning of any of the Rules or Constitution of The South African Pony Club, not resolved by the National Committee, the National Chairman shall give his/her interpretation, which shall be binding. An appeal against this decision may be made to an independent arbitrator appointed by the National Committee.

Approved at the National AGM of 27th May 2006.

Approved and accepted by:

National Chairperson (Outgoing)	:	Liz Templer
National Chairperson (Incoming)	:	Isabelle Weyer
Western Cape Regional Chairperson	:	Tania Anniciello
Limpopo Regional Chairperson	:	W Van Eck
KZN Regional Chairperson	:	Rob Pickard
Gauteng Regional Chairperson	:	Myra Passmoor
Eastern Cape Regional Representative	:	Adele Rheeder