

RULES

(Made in accordance with Section 3 of the Law)

The Committee (as detailed below) retain the sole right to adjudicate on the Rules and Regulations of the Society and the sole right to draw up and enforce the Rules and Regulations of the Show. Any alterations to the Rules and Regulations must be made at an Annual General Meeting in line with the obligations under these Rules.

The dissolution of the Society shall only be effected by the consent of at least a two-thirds majority of its adult members, neither can this rule be annulled except by a similar majority.

The Rules of the Society shall be available on the Society's website www.thewestshow.com and printed copies will be made available to members upon request to the Secretary at admin@thewestshow.com.

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Key Roles:

A group of **Executive Officers** comprising of a President, up to 3 Vice-Presidents, a Treasurer, an Assistant Treasurer, a Secretary, and up to 3 Assistant Secretaries. Where Rules apply to the whole of the group they shall be referred to collectively as **Executive Officers**.

The Executive Officers will be supported by **Committee Members**, where Rules apply to the whole of this group they shall be referred to collectively as **Committee Members**.

The Executive Officers and Committee Members shall form the Committee, and the total number of Officers and Members shall not exceed 45. Where the Rules apply to the whole of this group they shall be referred to collectively as **The Committee**.

Supporting the Executive Officers and Committee Members in a non-voting capacity are former Executive Officers and Committee Members who, upon resigning from their respective roles, have been awarded an Honorary title (Executive Officer becoming Honorary Officer and Committee Member becoming Honorary Member). These individuals shall be referred to collectively as **Honoraries**.

At the Annual General Meeting the Society shall appoint three **Scrutineers** to undertake a review of the financial accounts and Treasurer’s report. One **Scrutineer** shall be appointed from each parish (ie St Pierre du Bois, St Saviour, and Torteval).

1 - Society and Committee Membership:

1.1 - Executive Officer membership:

All Executive Officers shall be ex-officio Committee members who have served on the Committee for at least one year. However, the Society can appoint an individual to the role of President, Treasurer, or Secretary who hasn't served on the Committee for at least one year if it would fail to comply with regulatory, or legislative requirements by not appointing to these roles. Executive Officer appointments shall be made at an Annual General Meeting (AGM) or Extraordinary General Meeting (EGM). The meeting shall be arranged in line with the standard procedure set out in these Rules.

Executive Officers shall be elected annually at an AGM. Anyone intending to stand for one of these positions shall notify the Committee of their intention in line with the nomination requirements set out in these Rules. Once appointed at the AGM they shall hold office from the date of their election until they are re-elected (if eligible) at each subsequent AGM.

The President and Treasurer shall serve a term of five consecutive years. At each Annual General Meeting during their term, should any objections to their continued appointment be received, a vote shall be held to elect them to the role. If the Officer fails to achieve a 75% majority vote, a new President or Treasurer will need to be found and voted into position at an EGM to be held in line with the administration of these appointments.

At the end of the five-year term of a President or Treasurer, the outgoing Officer may continue to stand for election for a further five-year term. In such instances, they are expected, upon request of the Committee, to evidence that their continued service in this role would be of benefit to the Society.

Former holders of these roles may, after standing for election as a Committee Member and serving one year in this role, re-stand for election as an Executive Officer. However, the Committee can direct, at an AGM or EGM, that it is necessary to appoint them without meeting these criteria, to ensure the Society complies with regulatory, and/or legislative requirements.

The duties and any skills or attributes required by an Executive Officer will be approved by a vote at an AGM or EGM. They will be relative to the position the Officer holds and take into consideration any legal and/or regulatory requirements of the role and the Society. The duties will be reviewed to ensure they are appropriate and therefore will be subject to change. Written documentation to clarify these roles will be available to Executive Officers and Committee Members, upon request to the Secretary. The allocation of the duties for any roles where more than one person holds a position (eg Assistant Secretary, Vice President) shall be made at a Committee meeting, where the duties are contested by two or more members a vote will determine the allocation.

1.2 - Committee Member membership

A Committee Member must be aged 18 years or over and be a Member of the Society upon joining the Committee. Anyone intending to stand for one of these positions shall notify the Committee of their intention to do so in line with the nomination requirements set out in these Rules. Once appointed at the AGM, they shall hold office from the date of their election until they are re-elected at each subsequent AGM.

The Executive Officers and Committee Members may nominate a Member of the Society to join the Committee as part of their general meetings and in line with the nomination requirements and general administration as set out in these Rules.

1.3 - Honorary and Life Member Recognition

Honorary titles can be awarded to Executive Officers and Committee Members who are retiring or resigning from the Committee who would continue to contribute positively to the running of the Society. These former Executive Officers and Committee Members are nominated to receive this in line with the nomination requirements set out in these Rules and the award shall be made at an AGM or EGM. Honorary title holders who remain resident in the parishes of St Pierre du Bois, St Saviour, or Torteval are entitled, although not obliged, to attend Committee meetings in a non-executive, non-voting capacity.

Life Membership can be awarded at an AGM in recognition of the significant positive contribution an individual has made to the Society. These individuals can be proposed to receive this in line with the nomination requirements set out in these Rules. Life Members shall have no entitlement to attend Committee meetings.

Anyone holding an Honorary or Life Member title, who meets the residential requirements for a Member of the Society as set out in these Rules, shall be provided with Membership to the Society. They will be exempt from paying a membership fee unless the title is removed or relinquished.

Whilst the Honorary titles and Life Membership are awarded for life, these can be relinquished or removed from the holder, in line with the removal and appeal processes set out in these Rules.

1.4 - Society Membership

Membership of the society is on an annual basis from 1st July of any year until 30th June the following year. Membership of the Society shall be restricted to those who meet the residential requirements set out in these Rules.

At the AGM, Members of the Society can propose another Member to become a Committee Member, and this must be done in line with the nomination requirements set out in these Rules.

2 - Nomination Requirements

Those standing for election at an AGM or EGM must identify a proposer and seconder for the nomination. These should be as follows:

- Members of the Society can nominate another Member to be a Committee Member or a Life Member.
- Committee Members and Executive Officers can nominate a Committee Member to become an Executive Officer.
- Committee Members and Executive Officers can nominate an Executive Officer to be an Honorary Officer or Honorary Member.

Where these nominations are to be considered at an AGM, they need to be submitted to the Secretary, together with details of the proposer and seconder, no later than twenty-eight days before the AGM.

If necessary, the election of an Executive Officer or award of Honorary title can be carried out at an EGM. The EGM must be arranged in line with the standard procedures set out in these Rules.

A Committee Member vacancy may be filled by the Committee at a general Committee Meeting (i.e. not at the AGM or an EGM). Committee Members and Executive Officers must propose and second the nomination at a general Committee Meeting. The Committee will consider the nomination and decide on the appointment at the following meeting. However, the Committee reserves the right to make an immediate appointment if observing this requirement would mean the Society fails to comply with its regulatory and/or legal obligations.

Any individual proposed as a Committee Member must be in possession of a valid membership and provide this at the time of joining the Committee. If an individual cannot evidence their membership, they will need to purchase a membership, paying the relevant fee, prior to being formally admitted onto the Committee. All Executive Officers and Committee Members shall be provided with Membership to the Society after re-election onto the Committee at an Annual General Meeting. They will be exempt from paying a fee but will be deemed to have paid their subscription.

3 - Residential Requirements

Members of the Society must have a residence or company address located within the Western Parishes of St Pierre du Bois, St Saviour, or Torteval.

Committee Members and Executive Officers that have served at least two years (or less at the discretion of the Committee, should their service be essential to the Society) and move out of the Western parishes, but continue to be resident in Guernsey, may remain on the Committee if in continual service and re-elected at an Annual General Meeting.

Should such a Committee Member or Executive Officer leave the Committee, they may not rejoin unless they return to a residence in the Western parishes. This also does not confer a right for such a Committee Member or Executive Officer to enter any classes that are not also open to the Island.

4 - Resignation, Removal, and Appeal Processes

The Committee may, by a majority vote at a general committee meeting, remove a committee member who:

- absents themselves from at least half the number of meetings held during a year;
- does not sufficiently contribute to the organisation of the show;
- whose conduct during meetings is deemed to be obstructive, inappropriate, or prevents or disrupts the Committee in discharging its duties effectively;
- who behaves so as to bring the Society into disrepute.

The Honorary or Life Member title shall be awarded for life. The Committee reserves the right to remove this title, by a 75% majority vote at a general Committee meeting, should they determine that the individual behaves in such a way to bring the Society into disrepute.

The Committee also reserves the right to remove the Honoraries right to attend meetings, by a 75% majority vote at a Committee meeting, if the Honoraries conduct during meetings is deemed to be obstructive, inappropriate, or prevents or disrupts the Committee in discharging its duties effectively.

Two Committee Members or Executive Officers must propose and second a vote to remove a Committee Member, the Executive Officer or Life Member, or the Honorary Officer or Members right to attend meetings. This notice shall be given at the preceding committee meeting by the Chairperson or an Executive Officer. The proposer and seconder retain the right to remain anonymous and, if they wish to retain anonymity, they must inform the President prior to the said preceding meeting. The President, or appointed Executive Officer, reserves the right to discuss the proposal with the relevant Committee Member, Executive Officer, Honorary Officer, Honorary Member or Life Member before the preceding meeting and may delay any notice of the proposal. Any such delay is solely to allow sufficient time for the discussion to take place, provided it does not cause any unnecessary delay. The Committee Member, Executive Officer, Honorary Officer, Honorary Member, or Life Member reserves the right to resign, or relinquish the title or role at any time.

Any Committee member wishing to resign should observe the resignation process outlined in the General Administration section.

4.1 - Appeals

Any Executive Officer, Committee Member, Honorary Officer, Honorary Member, or Life Member wishing to appeal a decision to remove them from the Committee, their right to attend meetings, or their title (as applicable), can do so by submitting their appeal in writing, providing evidence or details explaining why the Committee decision was incorrect or they do not believe the full facts were available at the time of the vote, within 28 days of the vote being taken.

The appeal should be sent to the President, or one of the Executive Officers of the Committee, should they wish. The appeal will be reviewed and determined by an Appeal Panel whose decision to uphold the vote, or to require the Committee to consider the new information, and undertake a new vote in light of it, shall be final.

The Appeal Panel shall comprise the following persons: the President (or one of the Vice-Presidents); the Treasurer (or the Assistant Treasurer); the Secretary (or one of the Assistant Secretaries); four Committee members, one each selected by the President, Treasurer, Secretary and the individual requesting the appeal. All appeal panel members must be impartial and therefore must not have been involved in the proposal to vote to remove the individual or their title.

5 - General Administration

5.1 - Membership and Entry Charges

Membership and entry to the Society is set out under different categories:

Member of the Society

Any person aged over 18 whose main residence, or company, is located in St Saviour, St Pierre du Bois, or Torteval who purchases a ticket for the West Show is eligible to join the Society as a Member. Their membership can be enacted by following the instructions provided by the Committee by any deadline given. Membership will begin on 1 July and continue until the following 30 June. Their ticket will also allow entry to the show, subject to the 'Entrant to the Show' requirements.

Exhibitor of the Society

Any person whose main residence, or company, is located in St Saviour, St Pierre du Bois, or Torteval who purchases a ticket for the West Show, relevant to their age, is eligible to enter show competitions, subject to any restrictions on the relevant class. The Exhibitor of the Society will need to pay the relevant entry fee and comply with any rules related to entering the West Show competitions. Any child aged under 5 years of age on 31 August in the year of the show and entering the competition, will need to pay a Junior entry fee. Their ticket will also allow entry to the show, subject to the Entrant to the Show requirements.

Entrant to the Show

Any person who purchases a ticket for the West Show shall pay £9.00 (Adults over the age of 65 years on August 31st in the year of the Show, £8.00 and Juniors of five and under 16 years of age on August 31st in the year of the Show, £4.00) shall have entry to the Society's Show on presenting their ticket for the current year.

The Committee reserves the right to alter the admission prices, by majority vote at a Committee Meeting, if any of the Executive Officers identifies that the funding of the show necessitates a change to comply with legislative obligations, or that the Society would be unable to fulfil its Objects under the Law.

5.2 - Policy and Procedural obligations

Executive Officers, Committee Members, and Honoraries must follow any policies and procedures implemented by the Committee.

Executive Officers, Committee Members, and Honoraries must not disclose or share any confidential or commercially sensitive information that has been shared with them, or has been disclosed to them by virtue of their position within the Committee, and they must ensure they comply with the obligations within relevant legislation and/or regulations. These obligations continue after they have left the Committee or no longer hold the title of Honorary Officer or Honorary Member (as applicable).

Executive Officers, Committee Members, and Honoraries are also required to adhere to any relevant legislation and regulation applicable to the Society. They must ensure that they comply with any instructions or requests that ensure legislative and/or regulatory duties are discharged effectively by the Committee and Society.

5.3 - Resignation from Committee

Any Executive Officer or Committee Member who does not intend to stand for re-election at the AGM should declare this at the last Committee meeting before the AGM.

Any Executive Officer or Committee Member who wishes to relinquish their position should provide notice to the Committee of their intention to do so. This should be done in writing to the Secretary in advance of the meeting prior to their final meeting.

5.4 - Rule Changes

Any alterations or additions to these rules shall only be made at a General Meeting specially called for the purpose, or at the Annual General Meeting. All such proposals shall be made in writing or by email to the Secretary and should be addressed to the President, and shall be considered (but may not be rejected) by the Committee before being placed before the Annual General Meeting. Proposals to be placed before the Annual General Meeting shall be submitted not later than 31st October. The Committee may recommend to the Annual General Meeting any alterations or additions they deem advisable for the good of the Society.

5.5 - Declaration of Interests

A declaration of interest must be made by The Committee when exercising their right to receive payment from the Society in line with 7 a) of the West United Agricultural and Horticultural Society (Incorporation) (Guernsey) Law, 1989. (ie that in the ordinary course of their trade, business, or profession, they supply goods, services, or advice to the Society for reward). The relevant Committee Member or Executive Officer must declare this interest and disclose any amount they will receive. This disclosure must be made at the time the funding request is considered and before agreement is made to purchase the item or the work being carried out.

When the immediate family member of a Committee Member or Executive Officer is to be paid for the items in line with 7 a) of the Law, the person responsible for requesting this funding must make the Committee aware of this payment, and the amount they will receive, before the Committee agrees to the purchase of an item or the work being carried out.

6 - Meeting Requirements

At Committee meetings six members shall form a quorum, and in the case of equality of votes, the Chairperson of the meeting shall have a casting vote.

6.1 - Meeting Attendance

Those holding an Honorary title, who continue to be resident in the parishes of St Saviour, St Pierre du Bois or Torteval shall be allowed, but not obliged, to attend and participate in Committee Meeting in a non-voting capacity.

6.2 - Committee Meetings

The Secretary shall record the resolutions passed at all General and Committee meetings; the minutes of which shall be circulated to all Committee members prior to the next meeting, and if approved, be signed by the Chairperson.

6.2.1 - Committee appointments

When the vacancy is to be filled by the Committee (i.e. not at the AGM or an EGM) then the appointment shall not be made until the meeting following that at which the notice of intention to propose was considered.

Where the Committee decide to fill a vacancy at a general meeting (ie not at the AGM or an EGM) the Committee Member or Executive Officer should make the proposal during a general meeting. The Committee will then consider this nomination and decide the appointment at the following meeting.

6.3 - Annual General Meeting and Extraordinary General Meeting

The Committee shall take into consideration the Secretary's report of the proceedings of the year. This report together with the Treasurer's scrutinised accounts of the Society, shall be presented at the Annual General Meeting (AGM) which shall be held during the months of January or February.

An EGM will be called by the Committee if considered necessary, or at the request (in writing) to the President by fifteen adult members. All such requests shall be accompanied by a deposit of £25 which may be retained by the Society if the meeting so decides.

Extraordinary General Meeting (EGM) shall be called not less than seven days and not more than fourteen days from the receipt of the request to hold it.

Notices for the AGM and EGM shall have been given via the local newspaper, the website or on social media not less than seven clear days before the date of the meeting.

7 - Society Show and Competitions

7.1 – Exhibitors and Competitors

Any person who meets the Exhibitor of the Society conditions, may exhibit or compete in the Society's Show and Competitions, with the exception of any animal classes which the Committee deems necessary to accept entries on an island-wide basis in order to address any decline in the number of entries in such classes, and thus promote and safeguard the continuation of that section in the schedule. The Committee also has the power to include Equestrian and other sports or displays open to non-members, in the programme.

To enter the show competitions, an Exhibitor of the Society must have resided, or their company must have been located in the parishes for not less than 28 days prior to the entry dates of the show. In the case of children who live between residences of two persons with parental responsibility, the child is eligible as long as one person with parental responsibility for that child is resident in the parishes for 28 days prior to the show entry dates. This does not include entry under a residence of another family member who does not have parental responsibility, e.g. grandparents or aunts and uncles, unless they have parental responsibility, and the child resides with them.

7.2 - Exhibitor Conduct

Any Exhibitor of the Society or competitor attempting to impose upon the Society, shall forfeit any claims he or she may have to prizes for that year, and shall be debarred from exhibiting or competing for one year. The Committee shall have the Power to suspend or expel any member whose conduct is in any way detrimental to the Society. An officer of

the Society may require any person who imposes or attempts to impose upon the Society to leave the Show Ground for the duration of the Show.

7.3 - Exhibits

The Society shall not be held responsible for any loss, damage, death or accident which may occur to the exhibits, animals or poultry, in transit to or from, or during the Show.

7.4 - Judging and Prizes

The Committee is entrusted with the determining the different classes and prizes to be offered for each class. This information must be contained in the Schedule and available for members in time for the Show.

The Committee will be responsible for drawing up and enforcing the rules of the competitions and may award additional prizes for any exhibits they deem to be of sufficient merit.

7.5 - Competition appeals

Any person lodging a protest must deposit the sum of £5.00 in the hands of one of the Secretaries, which sum shall be forfeited to the Society should the protest be considered frivolous, regardless of whether or not the protest is upheld.

Protests in respect of Tent Classes shall be made in writing before noon on the Thursday of the Show. Protests in respect of Cattle, Sheep, Pig and Goat Classes shall be made verbally by 4.00pm on the Wednesday of the Show and confirmed in writing by noon on the Thursday of the Show. Protests in respect of Horse and Sports Competitions shall be made within one hour of the judging of that class and confirmed in writing by 8.00pm on the Thursday of the Show.

The protest shall be determined by an Appeal Panel whose decision in the matter shall be final. The Appeal Panel shall comprise the following persons: the President (or one of the Vice-Presidents); the Treasurer (or the Assistant Treasurer); the Secretary (or one of the Assistant Secretaries); three Committee members, selected by the President, Treasurer and Secretary, who shall have a knowledge of the class being the subject of the Protest but who have no direct interest in that class.