



**Teddy Cavy Club**  
Rules



## Teddy Cavy Club Rules

### 1. Name

The name of the Club is the 'Teddy Cavy Club' and its membership is open to any person interested in the breeding, keeping, exhibition and promotion of Teddy cavies.

### 2. Objectives

The objectives of the Club are to encourage the breeding, keeping and exhibition of Teddy cavies, and to protect and advance the interests of these cavies and their fanciers. In support of these objectives the Club will:

- Ensure, in conjunction with the British Cavy Council, that clear Standards of Excellence are defined for all Teddy cavies, to act as a goal for breeders of each variety and as the basis by which individual exhibits are assessed. (See Rule 19).
- Ensure as far as possible, by whatever means of education and publicity allow, that the judging of Teddy cavies is carried out in line with the requirements of this Standard.
- Hold a Championship Show and a number of Rosette Shows throughout the year at venues throughout the United Kingdom, at which extensive classifications are provided for all Teddy cavies. (See Rule 8).
- Support shows holding classes for Teddy cavies and ensure that show schedules provide the broadest possible opportunities for Teddy cavy fanciers to exhibit their stock. (See Rule 7)
- Grant Championships to Teddy cavies that have achieved levels of success at Open shows as defined in Rule 9.
- Provide regular notes in the Cavy Press so as to update both members of the Club and the fancy at large on the Club's activities.
- Publish at regular intervals on the Teddy Cavy Club website information about the Club Rules, Lists of Officers and Members, Winners of Championships and Rosette Shows, Articles on the breeding, keeping and exhibition of Teddy cavies and Advertisements from members.
- Maintain a web site containing information about the Club as above, along with updates on the Club's activities.

### 3. Membership

The annual subscription is payable in advance on the first day of January in each year unless a person or partnership joined during the previous year after the end of September. In such a case, the subscription for that year will also cover membership to the end of the following year.

The following classes of membership are available: Individual Adult, Partnership (limited to two), Senior Citizen (65+) and Juvenile membership (7 years old to 16 years of age on 1st January, eligibility for juvenile classes to lapse on 17th birthday). In addition, there is a Life Member category, an honorary position, with membership agreed by the Executive and ratified at a Teddy AGM.

The subscription for each class of membership (other than free life membership) will be as fixed at the Annual General Meeting in the preceding year.

Membership will be considered to have lapsed if not paid by the end of March, and any member whose subscription is in arrears will not be eligible to compete for any cup or special prize offered by the Club, or in any way enjoy the privileges of membership, or be eligible for any Club office or position.

The Secretary will maintain a list of the names and addresses of members, and any member may inspect this list providing that a satisfactory reason is given for so doing.

Adult members of the Club will receive one vote in Club ballots and elections, and Partnerships and Family Memberships two votes. In order to vote in Club elections or ballots a person must have been a Member of the Club on the 31st December of the year prior to the election or ballot and must still be a Member at the time of the election or ballot.

### 4. Officers of the Club

The Officers of the Club consist of:., Chairman, Committee Members, Secretary and Treasurer No person may occupy more than one position. These Officers will be known as 'the Executive'. The Executive will transact all business of the Club, settle all disputes or any question not here provided for.

An Executive meeting may be called at any time by any Officer, who must send an email to the Secretary, stating the nature of the business to be decided, at least 21 days before such a meeting is convened. .. Any member who is nominated as an Officer of the Club must have been a member during each of the three years, including the current one, prior to the nomination. All nominations for new candidates for election as Officers must be made by at least one other Adult member, the consent of the Nominee to be obtained.

## **5. Club Judges**

Sixteen Club Judges will be elected annually at the AGM, judges to be Teddy cavy breeders or past breeders and members of the Club. All nominations for new candidates for election as Judges must be made by at least one other Adult member, the consent of the Nominee having been obtained in writing.

Any member who is nominated as Club Judge must have been a member for each of the 3 years, including the current one, prior to the nomination.

The names of all new nominees should be sent to the Secretary by the closing date for nominations.,

In addition to the elected Club Judges, the Executive may from time to time elect former Club Judges, of long standing and acknowledged expertise, as Life Judges. The Executive may also request "Special Judges", who are not on the TCC judging panel, but are recognised and respected as an authority in the breed by the Executive.

## **6. Vacancies in Club Positions**

In the event of any Vacancy arising amongst the Officers or Club Judges, the Secretary will duly notify the Executive and take steps to fill the position by advertising in the Cavy press and Social Media.

## **7. Club Support at Shows**

The support of the Club and its Members will be given to Shows which, in the opinion of the Executive, are well managed and agree to hold a sufficient number of Teddy cavy breed classes. Support may consist of rosettes, diplomas or Points Show status, as determined by the Secretary and as agreed by the Executive.

## **8. Club Shows**

A minimum of six Rosette Shows will be held each year as the finances of the Club may permit.

Teddy Cavy Club Stock Shows shall not be held on the same date at different venues unless agreed under special circumstances by the Teddy CC Executive.

Stock Shows will be held under National Cavy Club Show Regulations.

No Judge should officiate at more than one of the Rosette Shows in the same year. No judge should officiate, or be eligible to judge, the Teddy CC Championship Show the following year.

## **9. Championships**

Championship Certificates will be awarded, on application to the Secretary by the owner, to Teddy cavies which have won five First Prizes in Breed Classes, at Open Pen Shows under at least advertised in the Cavy Press under at least three different Judges, these judges to be Teddy Cavy Club or recognised panel judges. There must be a minimum of four entries in the Breed Class for the win to count towards a Championship, or the win can be through the award of a "Certificate towards a Championship Claim" by a Teddy CC panel judge. If there are less than four entries then the Breed card maybe supported by a win in a challenge where there are ten or more entries. No more than two of the five qualifying wins maybe in Young classes. Cost of Championship Certificates to be by donation as a minimum this should cover the return postage.

### **Double Championships**

As above, but ten First Prizes under four different Judges.

### **Treble Championships**

As above, but fifteen First Prizes under five different Judges.

**9. a)** Juvenile Championships are awarded to juvenile members owning a Teddy cavy which has won five First prizes in Open Shows advertised in the Cavy Press under at least three different judges. There must be at least four entries in the class if there is less than four entries in the class then ask the judge to sign the card to show that the exhibit is worthy of championship status. The claim for a Juvenile Championship should be forwarded to the Secretary accompanied by the appropriate registration fee. Juveniles are to be aged between 7 years and 16 years old.

## **10. Perpetual Trophies**

The various Perpetual Trophies are awarded at the Teddy CC Championship Show and will remain the property of the Club, being competed for annually or as the Executive so determine. Trophies may only be awarded to members who joined the Club before the commencement of judging at the show in question.

Each winner of a Trophy is required to guarantee its safe custody and to return it either before or at the show at which it is to be awarded for the following year, or within 30 days of being asked to return it to the Secretary. Return of such trophies shall be at the winner's expense. Anyone failing to return a Trophy is liable to pay for its replacement. Anyone returning a Trophy in a damaged condition is liable to pay for repairs such as to return it to the condition in which it was presented to them.

### **11. Annual General Meeting (AGM)**

An Annual General Meeting of Members will be held each year, the venue and date to be decided by the Executive. The Secretary/Treasurer will present to the General Meeting: (a) An Annual Report and (b) a Statement of Accounts. Items for the Agenda of the AGM (other than changes to Rules, for which see Rule 13 below) must be in the hands of the Secretary at least 14 days prior to the meeting to ensure that resolutions are formulated clearly and can therefore be discussed properly. Any other matter to be discussed at the AGM will be at the discretion of the Chairman, who may allow such discussion or not, without giving reason for his verdict but always guided by the principle that his decisions should be in the best interests of the Club.

Matters at the AGM will be decided by a simple majority of those attending. In the event of a tie in voting, the Chairman, who may not vote, will have the power of exercising a casting vote.

### **12. Exceptional General Meeting (EGM)**

Any three members of the Executive, or 20% of the membership may by written request to the Secretary call for an Exceptional General Meeting, for which the Agenda must be specified. The Secretary will consult the Chairman as to the date and venue for this meeting, which must be convened within 30 days of the request. The Secretary will give all members at least 14 days notice of the time and place of the meeting and of the Agenda.

Matters at the EGM will be decided by a simple majority of those attending. In the event of a tie in voting, the Chairman, who may not vote, will have the power of exercising a casting vote.

### **13. Alterations to Rules**

No alteration, deletion or addition may be made to these rules except by a majority of votes cast at an AGM of the Club or by any changes and additions decided by the British Cavy Council. Any existing or new rules of the Club must not conflict in any way with British Cavy Council Rules. Notice of any proposed change to the rules by a member must be advised to the Secretary 28 days before the Meeting, to allow time for the Executive to consider its position and make a recommendation to members. On any matter of urgency that infringes this condition, the Chairman has the discretionary power to include any such proposal on the AGM Agenda for discussion by the members present, if he considers that the Rule change is in the best interests of the Club. A simple majority of those voting is necessary before rules can be changed.

### **14. Dissolution of Club**

The Club can only be dissolved or merged with another Club with the consent of an Annual General Meeting or an Extraordinary General Meeting called to discuss this issue, and with the consent of two-thirds of the members voting in a subsequent postal ballot to determine the matter. In the event of Dissolution the property of the Club shall be disposed of to best advantage and any monies resulting after payment of all debts will be allocated to all members of not less than two years standing. In the event of Merger, the same course may be followed; or the Executive may determine to pass on the property or monies of the Club to the Club with which it is merging.

### **15. Complaints Procedure**

a) Any member who wishes to make a Complaint must lodge this with the Chairman within 30 days of knowledge of the event or action that is the subject of the Complaint, stating the nature of the Complaint and enclosing a deposit of £25.

b) Complaints made to the Club must relate to either a breach of Club Rules or to discreditable conduct relating to Teddy cavies, either at a show or in the public arena. This may include 'Showing Misdemeanours', 'Judging Misdemeanours' (if such are susceptible to proof) and 'Unacceptable Behaviour' (which may include abuse of an official position, abuse of Club property, foul and abusive language, violent conduct etc.)

c) The Chairman will ensure that an Investigation Panel is set up to hear the Complaint. This will consist of a Chairman and two other members of the Executive. The Chairman of the Investigations Committee need not be the Chairman of the Club. Any member of the Executive that has prior personal knowledge of the substance of the Complaint will not be eligible to sit on the Panel hearing the Complaint, or attend any subsequent Appeal.

d) The Chairman of the Investigation Panel should undertake the following procedure in investigating a Complaint:

- Ensure that he obtains from the Complainant a written statement of the Complaint, together with the details of any witnesses.
- Contact any witnesses and obtain statements from them.
- Notify the person who is the subject of the Complaint asking for a written statement, either admitting the Complaint and pleading mitigating circumstances (if any) or refuting the Complaint, along with the details of any witnesses that they may wish to cite.
- Contact such witnesses and obtain statements from them.

- The Chairman will acknowledge the initial complaint within 14 days.
  - The Chairman will notify the person who is the subject of the Complaint within 14 days of receiving the written Complaint; and will give this person 14 days to respond to the allegations made in the Complaint.
- e) The Chairman of the Investigation Panel may then seek to act as mediator resolve the matter with the agreement of both parties. If this is not possible, he will within 28 days convene a meeting of the Investigation Panel, and will give all interested parties at least 14 days notice of this hearing. These parties will be offered the opportunity to speak on their own behalf, and they may also bring witnesses to the hearing; but all of these costs will be at their own expense.
- f) Once the Panel has heard all the evidence relating to the Complaint, it will deliberate upon the matter and decide whether the Complaint is upheld or not. It will then determine whether the £25 deposit is to be forfeited, in the event of the Complaint being found to be ill-founded, or whether any disciplinary action is required as a result of the Complaint. (If the evidence so indicates, this action may be against the Complainant as well as, or instead of, the person who is the subject of the Complaint).
- g) The Chairman of the Investigation Panel will make known the findings of the Panel to both parties, along with any disciplinary action, within 7 days of the hearing. He will additionally inform them of their rights of Appeal under Rule 16 below.

## **16. Appeals Procedure**

- a) Either of the parties to the Complaint may appeal against the findings of the Investigation Panel by writing to the Chairman of the Club within 30 days of knowledge of the findings of the Panel, stating the grounds for the Appeal and enclosing a deposit of £25.
- b) The Chairman of the Club will ensure that an Appeals Panel is set up to hear the Complaint. This will consist of a Chairman (who must be different to the Chairman of the Investigation Panel) and two members of the Executive who were not members of the original Investigations Panel. Again, any member of the Executive that has prior personal knowledge of the substance of the Complaint will not be eligible to sit on the Panel hearing the Appeal.
- c) The Chairman of the Appeals Panel will review the evidence given to the original hearing and the findings of the Investigation Panel, and determine how the Appeal is to be heard. This may involve either a repeat of the original hearing, with all parties and witnesses in attendance, or a meeting of the Appeals Panel to review the evidence and findings.
- d) Once the Panel has reviewed this evidence and findings, it will deliberate upon the matter and decide whether the Appeal is upheld or not. It will then determine whether the £25 deposit is to be forfeited, in the event of the Appeal being found to be ill-founded, and whether any disciplinary action is required as a result of the result of the Appeal. Any disciplinary action determined by the original Panel could potentially be increased in severity as well as being reduced as a result of the Appeal.
- e) The Chairman of the Appeals Panel will make known the findings of the Panel to both parties, along with any modified disciplinary action, within 7 days of the hearing. He will additionally inform them of their rights to appeal to the British Cavy Council.
- f) As soon as is possible after the Investigation / Appeal process has been completed, the Chairman of the Club will inform the Secretary of the findings and any disciplinary measures imposed. The Secretary will then arrange for brief details of the complaint, the decision and any disciplinary action imposed to appear in the cavy press, so long as this does not threaten infringement of the laws of libel.

## **17. Disciplinary Action**

Disciplinary action that may be taken as a result of the above Procedures may consist of the following:

- A Warning not to repeat the offence.
- A severe Reprimand.
- Imposition of a Fine of such amount (not exceeding £100) as may be determined.
- Disqualification of an exhibit.
- Suspension from Club Membership for such time as may be determined.
- Termination of Club Membership.
- Disqualification from Office or from Judging Panel for a defined period, which may be for life.
- Disqualification for a defined period, which may be for life, from exhibiting or taking part in any Teddy Cavy Club show.
- Disqualification for a defined period, which may be for life, from membership of the Teddy Cavy Club.

## **18. Disqualification of an Exhibit for Malpractice**

Judges must disqualify any exhibits that they consider has been subjected to practices intended to deceive or give a false impression of merit when judged against the Standard for the breed. When a judge has disqualified a Teddy cavy for this reason, he must take the exhibit to the show secretary and obtain, if possible, independent verification by a Teddy cavy Club, National Cavy Club or Southern Cavy Club judges of the

evidence for these practices. Photographic evidence should be obtained if possible. The show secretary should ensure that the exhibitor is notified on the day, or as soon after as is possible, and inform them of the action that will be taken. The officiating judge should ensure that both the Secretary of the National or Southern Cavy Club (dependent upon which Club's rules are being used at the show in question) and the Secretary of the Teddy cavy Club is informed of the incident and of the details of the exhibitor.

On receiving such information on the disqualification of an exhibit, the Teddy Cavy Club Secretary will determine whether the exhibitor is a member of the Club. If so, he will note the alleged malpractice in the Club's records and write to the member in question to invite him/ her to give an explanation of the occurrence. The matter will then be placed before the Chairman to determine if disciplinary action might be required under the Club's Complaints Procedure, Rule 13. In this case the Complaint will be taken as having been made by the judge in question, with no deposit being required.

### **19. British Cavy Council**

The Club is a member of the British Cavy Council, whose stated objectives are to:

- Adjudicate on the formation and remit of the Specialist Clubs serving the needs of the various breeds of cavy in the United Kingdom;
- Ensure that such Specialist Clubs are properly run in the interests of all of their members and of the Cavy Fancy as a whole;
- Determine the Standards to be applied when judging the various breeds of cavy in the United Kingdom, these standards normally but not in all cases being effected by the discussion of proposals made by the relevant Specialist Club;
- Ensure that such Standards are phrased to be as clear as possible to judges, breeders and exhibitors; offer a difficult but achievable challenge to the breeder and exhibitor; and provide a logical basis for comparisons to be made regarding the relative merits of exhibits of different breeds.

The Club fully subscribes to these objectives; and in particular accepts the British Cavy Council Code of Practice for Affiliated Clubs and its regulations on Disciplinary Action Taken by Specialist Clubs against Members. These are as detailed below.

### **20. Code of Practice for Clubs Affiliated to the British Cavy Council**

Specialist Clubs affiliated to the Council must be run in a fair, open and competent manner conducive to the best interests of the breeds they serve, the fanciers of these breeds and the Cavy Fancy as a whole. In particular all such Clubs are required to:

- (a) Elect an Executive consisting, at a minimum, of a Chairman, a Secretary, a Treasurer (which role may be combined with that of Secretary) and at least 1 other member, which should meet as necessary to ensure the proper running and governance of the Club to meet the above objectives and the responsibilities described below.
- (b) Hold an Annual General Meeting on a date not exceeding 15 months from the date of the previous meeting, the dates of such meetings to be published in official Cavy Fancy publications as determined by the Council at least one month before the meeting.
- (c) Ensure that statements of Profit/Loss/Income/Expenditure and of the Balance Sheet are prepared annually, and presented to the Annual General Meeting.
- (d) Ensure that nominations for positions as Club officials are sought by publication in official Cavy Fancy publications at intervals not exceeding two years; and that a ballot to elect such officials is held promptly following the closure of such nominations, so long as there are more nominees for any position than there are positions available.
- (e) Ensure that those participating as candidates in such ballots are bona fide members of the Club and of sufficient knowledge, expertise and integrity to discharge the duties relevant to the office, such determination being without influences of personal prejudice.
- (f) Ensure that those eligible to vote in such ballots are bona fide members of the Club of a duration considered appropriate by the Club as being reasonable to ensure an informed decision on the ballot.
- (g) Provide a Representative, and when necessary a Deputy Representative, to the Council, the names and contact details of such Representatives to be notified to the Secretary of the Council.
- (h) Ensure that the Club is represented at Council meetings whenever possible, and under no circumstances fails to be represented at more than one meeting in succession.
- (i) Ensure that Club Rules, dealing with the organization and activities of the Club, are maintained in a clear and comprehensible form; and that such rules are followed wherever possible in ordering the Club's organization and activities.
- (j) Ensure that these Rules are at all times consistent with those of the Council. Accept that any new rules or decisions that are agreed by the Council will override conflicting rules or decisions that may previously have been in place within the Club; and that no rules may subsequently be agreed by the Club that conflict with existing Council rules.



(k) Hold each year not less than two Stock shows, catering solely for the breed(s) covered by the Club, and covering a reasonable geographic spread over a three-year period of time.

(l) Supply the Council, at their AGM, with an update on the club. The Council has the right to request, within 3 months of a Club's AGM taking place a report of proceedings to include Date, Time and Venue of meeting; List of Attendees including Chairman and Minutes Secretary; Minutes or Draft Minutes of the Meeting; Copy of Profit/Loss/Income/Expenditure Account and Balance Sheet; Dates and Venues of Stock shows held; Date at which any Nominations for Ballot will be required.

(m) Supply to any member upon request copies of Club Rules, Profit/Loss/Income/Expenditure Account and Balance Sheet.

(n) Agree and make it known to members that, should dissatisfaction be felt with the level of service being provided by the Club or with any alleged failure to meet its obligations under this Rule of the Council, complaint may be made to the Chairman of the Council, who may seek to deal with the matter under the Rule below.

(o) Accept that, when such a complaint has been made to the Council and the Council has made a determination on the issue after due process as detailed in the Rule below, then action will be taken to affect the ruling of the Council.

Until or unless subsequently determined otherwise by the Council, the term 'Official Cavy Fancy Publications' referred to in this Rule shall mean at a minimum that relevant information must be published in the 'CAVIES' magazine.

## **21. Disciplinary Action by Specialist Clubs against Members**

In the event that a Specialist Club takes disciplinary action against one of its members (which reference may also be taken to mean a partnership):

a) The Club must advise the Member specifically and in writing of his/her rights of appeal, both within the Club and to the Council.

b) The Member may appeal to the Council against the Specialist Club's findings and decision. Such appeals can be made only after the exhaustion of any Appeals Procedure that may exist within the Club in question; must be made within 28 days of notification to the Member of the Club's decision as regards the Appeal (or of the original decision if there is no Appeals Procedure); and must be made in writing accompanied by a payment of £25, which will be forfeited to the Council should the Council determine, entirely at its discretion, that the Appeal had no reasonable basis.

c) In cases of such Appeals, a meeting of the full Council will be convened as soon as is reasonably convenient, at which the relevant Specialist Club and Member will be invited to make written and/or verbal submissions of the issues involved. These should, on behalf of the Specialist Club, include details of the alleged offence and the reasons for the disciplinary action determined; and, on behalf of the Member, any rebuttal of the alleged offence or arguments as to why the disciplinary action is considered unreasonable. Appeals will be heard by as many of the full Council as can attend, but Council Representatives involved in the original action will not be allowed to sit on the Appeal. In such cases Clubs may send a Deputy Representative. With the prior permission of the Council, the Appellant may bring a fellow fancier to help in the representation of their case; but legal representation will not normally be permitted.

d) After hearing the Appeal, the Council will determine whether disciplinary action against the Appellant is justified and what action is appropriate. The original disciplinary action may be upheld, expunged or varied in any manner that the Council believes is fair and appropriate to the offence committed. The disciplinary action determined by the Council may extend to cover all Clubs belonging to the Council as well as the one initiating the original complaint.

e) In addition to the circumstances described above, Council action may also be initiated by a Specialist Club itself in situations where it believes that an offence committed by a member is so significant that action by other Clubs is warranted. In such cases the same procedures as those described above will be undertaken, with the Specialist Club's presenting its case and the Member's being allowed to present a defence.

f) Only in the situations above, where the Council has, as a body, considered and upheld disciplinary action against a Member of a Specialist Club, may a Specialist Club take action against one of its Members as a result of an offence committed against another Specialist Club. (All Club Rules relating to such 'reciprocal action' are therefore rendered redundant by this Rule.)

Given that the Council has, via this Rule, established an independent Appeals Procedure for a Member of a Specialist Club who is dissatisfied with any action taken against him/her, and since the Cavy Fancy represents a 'hobby' activity run with a relatively low level of financial resources, should a Member of a Specialist Club attempt to invoke any form of legal action for any issue that is covered by Council rules, then this shall be considered a strong prima facie reason whereby a Specialist Club may refuse to renew the membership of the Member in question when such membership becomes due for renewal.