

## **WARSASH TENNIS CLUB CONSTITUTION**

### **1. TITLE**

The name of the Club, formed in 1972, shall be Warsash Tennis Club, hereinafter referred to as “the Club”.

### **2. OBJECT OF THE CLUB**

2.1 The object of the Club shall be to provide and maintain facilities for and promote increased participation at all levels of the amateur sport of Tennis in Warsash and surrounding areas, and community participation in the same and to do all such other things as the General Committee thinks fit to further the interests of the Club.

2.2 As a member of Hampshire County LTA (CLTA), the Club is registered as an associate of the LTA and as such it shall ensure compliance with and uphold the Hampshire CLTA Rules and Regulations, the LTA Rules and Disciplinary Code and the Rules and Regulations of any body to which the LTA is registered or affiliated.

### **3. CLUB MEMBERSHIP**

3.1 Membership of the Club shall be open to anyone interested in Tennis on application regardless of race, ethnic origin, creed, colour, age, disability, sex, occupation, nationality, sexual orientation, religion, political or other beliefs. Limitation of Membership according to available facilities is allowable on a non-discriminatory basis.

3.2 The Club has different classes of Membership (Full (Adult (Over 18), Family (Up to 2 Adults + 2 Juniors), Student (Over 18 and in full time education), Junior (Under 18), Social (Ex Playing Members) & Associate (for organisations with which the Club has a beneficial reciprocal arrangement)) and Subscription on a non-discriminatory and fair basis. The Club will keep Subscriptions at levels that will not pose a significant obstacle to people participating.

3.3 A candidate for membership shall complete an application form and on paying the subscription become a member of the Club. A candidate for membership shall complete an application form and on paying the subscription become a member of the Club. Members will be notified of the application and membership will then be ratified at the next Committee meeting. Acceptance of membership shall provide cover within the Club's insurance scheme and imply acceptance of the Rules of the Club.

3.4 Provision, as determined by the Committee, shall be made for Honorary (Non-paying), Casual or Temporary Membership and for use of the Club facilities by visitors. Life Memberships may be granted on occasions when the Club needs to raise money on a one-off basis. Honorary and Life Members will be Full Members of the Club.

3.5 Each member, plus licensed or unlicensed coaches, agrees as a condition of membership or club use, to be bound by and subject to the Rules of Warsash Tennis Club, the Regulations of the Hampshire CLTA and the Rules and the Disciplinary Code of the LTA. They also acknowledge that the LTA can only take action against them in relation to a breach of the LTA's Rules and Disciplinary Code. (The full legal definition of this requirement is available from the Secretary if required)

3.6 The Committee may refuse Membership, terminate it, or impose any sanction they determine to be appropriate only for good cause such as conduct or character likely to bring the Club or sport into disrepute or in connection with the breach of any condition of membership set out in the rules. Should a Member act in such a prejudicial manner, the Committee may remove the Member's name from the membership list. The member shall be given 14 days' written notice of the Committee meeting at which his/her expulsion shall be considered and, if he/she wishes, may attend the meeting to answer complaints. During these 14 days, he/she will be excluded from Club premises and activities. There must be a two-thirds majority at the meeting to expel him/her and the Member may appeal to the Club Members against the decision, usually at a General Meeting

3.7 Members leaving the Club (either by expulsion or resignation) forfeit all right to and claim upon the club, but may be entitled to a part refund of their subscription as decided by the Committee.

### **4. GENERAL COMMITTEE (The Committee)**

4.1 The Committee of the Club shall comprise the President, who is appointed by the Committee as an Honorary Non-Executive Officer, elected Executive Officers (Chairman, Secretary and Treasurer) and not

less than six and up to fifteen elected Members. In addition, the elected Members will provide a Match Secretary and appoint overall Men's and Ladies' Club Captains who are not necessarily Committee Members. All are to be full members of the Club.

4.2 Committee meetings should be held 4 times a year. Six Committee Members, one of whom must be an Officer, shall form a quorum.

4.3 Casual (temporary) vacancies on the Committee may be filled by the Committee, who may also co-opt Full Members (including Juniors) to serve on an "ad hoc" basis. Casual and co-opted committee members will not have voting rights at any committee meetings.

4.4 All Executive Officers and elected Members shall retire but be eligible for re-election at the AGM. The President will serve until it is agreed by the Committee that he/she should stand down.

4.5 The affairs of the Club shall be conducted by the Committee, which is empowered to act on behalf of the Club in all matters. The Committee may make such rules/by-laws and amendments as it considers necessary for the proper management of the Club, providing the CASC status is not jeopardised. A copy of all extant rules and by-laws shall be notified in writing to all Members. Decisions are made by a simple majority with the Chairman having casting vote if necessary. Sub-committees with clear terms of reference may also be formed if required.

4.6 Nominations from Full Members for all Executive Officers and Members of the Committee, signed by the proposer, seconder and nominee, must be received by the Secretary in time for distribution by him/her fourteen days before the AGM.

4.7 Each member of the General Committee must satisfy HMRC that he/she is a fit and proper person to be involved in the general control, management and administration of the Club and must declare this prior to being elected. They must declare any conflicting interests where they exist and any financial interest in the game of tennis.

4.8 The Committee shall appoint Trustees (minimum of two) as required. The Trustees shall only act in accordance with the directions of the Committee.

4.9 Members of the General Committee and Trustees will be entitled to an indemnity by the Club for anything done by them in good faith for the Club and for liabilities properly incurred by them in the discharge of their duties.

## 5. GENERAL MEETINGS (Annual or Extraordinary General Meetings (AGMs or EGMs))

5.1 EGMs can be called at any time at the discretion of the Committee or upon written request of one quarter of the Full Members stating specific purposes for which the meeting is required and resolutions proposed. Twenty one days notice is to be given from receipt of the request and no other business will be discussed.

5.2 AGMs shall be held no later than the end of April each year to receive the Chairman's report and audited accounts, to elect Officers and Members of the Committee (by secret ballot if there is more than one candidate), appoint an Auditor, approve subscription fees, consider resolutions and to transact any other necessary business. Five weeks notice of such meetings will be given to each Full Member, calling for resolutions (with explanations to be received by the Secretary within 14 days). Only resolutions requiring approval by the Club Members received by this time will be discussed. An agenda, which will include all nominations and resolutions for discussion at the AGM, will be issued fourteen days before the meeting.

5.3 Ten percent of the Full Membership or sixteen Full Members, whichever is the lowest figure, shall form a quorum. The Chairman (or in his/her absence a Committee member nominated by the Committee) shall take the chair and shall have the casting vote in the event of equal division. All resolutions are to be decided on a majority vote basis. Only Full Members (over 18) and not more than two Members (both of whom must be over 18) of a Family Membership may vote. Non Members may be invited to attend and, if appropriate, speak at the meeting.

5.4 Full Members (over 18) who cannot attend an AGM may vote on elections by proxy sent in writing directly to the Secretary. This signed letter must be received at least 24 hours before the meeting commences.

## 6. FINANCIAL

6.1 The Club fiscal year shall be from 1st March to end of February after which time audited accounts will be produced.

6.2 Money received by the Club shall be deposited in a bank account which can be drawn upon by the Committee approved signatories in accordance with the mandate lodged with the bank.

6.3 The entrance fee and rates of subscription shall be proposed by the Committee and approved at the AGM.

6.4 Subscriptions are payable from 1st May and if not paid by 30th June, membership shall be deemed to have lapsed.

6.5 The Club is a non-profit making organisation. All surplus income or profits are re-invested in the Club. No surpluses or assets will be distributed to Members or third parties.

6.6 The Committee is empowered to borrow money up to a limit of the annual income from subscription fees for the previous year to facilitate the improvement of club facilities and, where appropriate, 'charge' the Club's property accordingly. Larger loans must have the approval of Club members at a General Meeting by a majority of two thirds of those members voting by being present or by proxy.

6.7 The club is registered as a Community Amateur Sports Club ("CASC") governed by the Corporation Tax Act 2010 as amended by the Finance Act 2010. Upon dissolution of the Club, as decided at an EGM, any remaining assets shall be given or transferred to another registered Community Amateur Sports Club (CASC), a registered charity or the Sport's governing body.

## 7. GENERAL

7.1 The Committee shall be the sole authority for the interpretation of this Constitution and the Club Rules (By-laws)

7.2 All proposed amendments to this Constitution are to be notified to the Committee for review at least 21 days before any General Meeting and subsequently agreed by Club Members at that meeting by a majority of two thirds of those members voting by being present or by proxy. Proposed amendments not supported by the Committee may, by mutual agreement, be withdrawn before the General Meeting. This Constitution will be reviewed biennially

Adopted at the AGM March 1973  
Amended at the AGMs in March 1974, April 2006, April 2008,  
April 2010, April 2012, March 2014

Signed

Date

Chairman