

# WINDERMERE LAWN TENNIS CLUB

## CLUB CONSTITUTION

### 1. Name

The Club shall be called the WINDERMERE LAWN TENNIS CLUB.

### 2. Purpose and Object

The main purposes of the Club are to provide facilities for and to promote participation in the amateur sport of lawn tennis in Windermere and to encourage the participation of juniors.

### 3. Membership

(a) Membership of the club shall be open to anyone interested in the sport on application regardless of sex, disability, ethnicity, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.

(b) The club may have different classes of membership and subscriptions on a non-discriminatory and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

(c) The Club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made to the members.

(d) Any person who wishes to become a member of the Club must submit a signed written application, which for under 18 year olds must be countersigned by a parent or guardian.

### 4. Subscription

The annual subscription shall be decided at the Annual General Meeting. Subscriptions will be due on 1 April.

### 5. Resignation

(a) A member shall cease to be a member on giving written notice to the Secretary.

(b) A member whose subscription is not paid by 30 April shall be deemed to have resigned.

### 6. Committee

(a) The Committee shall consist of the Chairman, Secretary, Treasurer and elected members.

(b) The Committee members shall be proposed, seconded and elected at the Annual General Meeting. Any vacancy occurring by resignation or otherwise may be filled by the Committee. Retiring members of the Committee shall be eligible for re-election.

(c) The Chairman and the Secretary shall have the discretion to call meetings of the Committee if they consider it to be in the interests of the Club. The quorum of a Committee shall be two officers and three members. The Secretary shall give not less than two days oral or written notice of a meeting. Decisions of the Committee shall be made by simple majority and in the event of equal votes the Chairman (or acting Chairman of that meeting) shall have a casting vote. The Secretary, or in their absence, a member of the Committee shall take minutes.

(d) In addition to the members so elected, the Committee may co-opt further members of the Club to serve until the next Annual General Meeting. Co-opted members shall be entitled to vote at meetings of the Committee.

(e) The Committee may from time to time appoint from among their number such sub-committees as they consider necessary and may delegate to them such of the powers and duties of the Committee as the Committee may determine. All sub-committees shall periodically report their business in accordance with the directions of the Committee.

(f) The Committee shall be responsible for the management of the Club and shall have power to enter into contracts for the purposes of the Club on behalf of all the members of the Club.

(g) The members of the Committee shall be entitled to an indemnity out of the assets of the Club for all expenses and other liabilities properly incurred by them in the management of the affairs of the Club.

## **7. Officers and Honorary Members**

- (a) The honorary officers of the Club shall be the Chairman, Treasurer and Secretary and they must all be members of the Club.
- (b) The officers shall be proposed, seconded and elected at the Annual General Meeting when they shall retire. Any vacancy occurring by resignation or otherwise may be filled by the Committee. Retiring officers shall be eligible for re-election.
- (c) The Annual General Meeting, if it thinks fit, may elect a President and Vice-Presidents. A President or Vice-President need not be a member of the Club and on election shall, *ex officio*, be an honorary member of the Club.
- (d) The Committee may elect any person an honorary member of the Club for such period as they think fit and they shall be entitled to all privileges of membership.

## **8. Annual General Meeting**

- (a) The Annual General Meeting of the Club shall be held each year not later than 31 October to transact the following business:
  - (i) to receive the Chairman's report of the activities of the Club during the previous year;
  - (ii) to receive and consider the accounts of the Club for the previous year, the Auditor's report on the accounts and the Treasurer's report as to the financial position of the Club;
  - (iii) to remove and elect the Auditor or confirm he remain in office;
  - (iv) to elect the Officers and other members of the Committee;
  - (v) to decide on any resolution which may be submitted in accordance with Rule 9b.
- (b) Nominations for election of members to any office or for membership of the committee shall be made orally or in writing at the Annual General Meeting. Notice of any resolution proposed to be at the Annual General Meeting shall be given in writing to the Secretary not less than 14 days before the meeting.

## **9. Special General Meeting**

A Special General Meeting may be called at any time by the Committee and shall be called within 14 days of receipt by the Secretary of a request in writing and signed by not less than 20% of the members, stating the purposes for which the meeting is required and the resolutions proposed.

## **10. Procedure at the Annual and Special General Meetings**

- (a) The Secretary shall send to each member by e-mail, or by post to the last known address, written notice of the date of the General Meeting together with the resolutions to be proposed thereat at least 10 days before the meeting.
- (b) The quorum for the Annual and Special General Meetings shall be seven.
- (c) The Chairman, or a member selected by the Committee, shall take the chair. Each member present shall have one vote and resolutions shall be passed by a simple majority. In the event of equality of votes the Chairman shall have a casting or additional vote.
- (d) The Secretary, or in his/her absence, a member of the Committee shall take minutes at Annual and Special General Meetings.

## **11. Alterations of the Rules**

The rules may be altered by resolution at an Annual or Special General Meeting provided that the resolution is carried by a majority of at least two-thirds of members present at the General Meeting.

## **12. Bye-Laws**

The Committee shall have powers to make, repeal and amend such bye-laws as they may from time to time consider necessary for the well-being of the Club. Such bye-laws, repeals and amendments shall have effect until set aside by the Committee or at a General Meeting.

### **13. Finance**

- (a) All money payable to the Club shall be received by the Treasurer and deposited in a bank account in the name of the Club. No sum shall be drawn from that account except by cheque signed by two of the three signatories, who shall be the Chairman, Treasurer and one other committee member. Any moneys not required for immediate use may be invested as the Committee in their discretion think fit.
- (b) The income and property of the Club shall be applied only in furtherance of the aims of the Club and no part thereof shall be paid by way of bonus, dividend or profit to any members of the Club or third parties.
- (c) The Committee shall have power to authorise the payment of remuneration and expenses to any officer, member or employee of the club and to any other person or persons for services rendered to the Club.
- (d) The financial transactions of the Club shall be recorded in a proper set of books by the Treasurer.

### **14. Borrowing**

- (a) The committee may borrow money on behalf of the Club for the purposes of the Club from time to time at their discretion for the general upkeep of the Club or with the sanction of a General Meeting for any other expenditure, additions or improvements.
- (b) When so borrowing, the Committee shall have power to raise in any way any sum or sums of money and to raise and secure the repayment of any sum or sums of money in such manner or on terms and conditions as they think fit, and in particular by mortgage of or charge upon or by the issues of debentures charged upon all or any part of the property of the Club.

### **15. Trustees**

- (a) The committee shall appoint Trustees, to hold office until death or resignation unless removed from office by a resolution of the committee or by a resolution duly passed at a general meeting. The Chairman from time to time is nominated as the person to appoint new Trustees within the meaning of Section 36 of the Trustee Act 1925, and the provisions of that Act shall apply to any such appointment.
- (b) All property of the Club including land and investments shall be held by the Trustees for the time being, in their own names so far as necessary and practicable, and for the use and benefit of the Club.

### **16. Child Protection Policy**

The Club adopts policies in respect of child protection in accordance with guidance from the Lawn Tennis Association ("the LTA" – the governing body of tennis in this country) and these are attached as Appendix I to this Constitution.

### **17. Dissolution**

- (a) A resolution to dissolve the Club shall only be proposed at a Special General Meeting and shall only be carried by a majority of at least three quarters of the members present.
- (b) The dissolution shall take effect from the date of the resolutions and the members of the Committee shall be responsible for winding up of the assets and liabilities of the Club.
- (c) Any property remaining after the discharge of the debts and liabilities of the Club shall be given to a charity or charities nominated by the last Committee.

January 2013