

# **Burneside Tennis Club**

## **CONSTITUTION**

**(Adopted AGM 21/02/2011)**

### **1. Title**

The title of the club shall be Burneside Tennis Club (the Club).

### **2. Aims**

The aim of the Club is to promote and foster the playing of tennis in the village of Burneside and surrounding districts.

### **3. Rules**

- i. The members shall abide by the Rules set out in Appendix 1 of this Constitution.
- ii. Each member shall receive a copy of the Rules and Constitution.
- iii. The Rules and Constitution will also be displayed in the Clubhouse at all times.
- iv. The Rules and Constitution may only be amended at an Annual General Meeting (AGM), and members shall be informed of each amendment as soon as practical, after the AGM.

### **4. Committee**

- i. The Club shall be represented by a Committee consisting of:  
Chairman      Secretary      Treasurer      Match Secretary      Team Captains
- ii. The Committee shall be elected at the AGM, by the adult members present.
- iii. Nominees for the above offices shall be proposed and seconded at the AGM.
- iv. All officers shall have attained the age of 18.
- v. In the event of there being more than one nominee for any of the offices listed then the appointment shall be made by secret ballot. In the event of a tie, the outgoing Chairman shall have the casting vote.
- vi. All Committee Members shall hold office for one year following their appointment.  
All Members shall be eligible for re-election.
- vii. The 'Committee Year' shall be the 12 months starting from the date of the AGM.

### **5. Meetings**

- i. The Committee shall meet as and when necessary.
- ii. The AGM of the Club will be held in February each year.
- iii. The Secretary shall be responsible for convening the meetings and preparing a written agenda.
- iv. All meetings shall be chaired by the Chairman, or in his/her absence, the Treasurer or any other committee member.

- v. The quorum for the AGM shall be six adult members of the Club.

## **6. Minutes**

The minutes of all Committee meetings and the AGM shall be duly recorded by the Secretary who shall ensure that all members receive a copy as soon as practical.

## **7. Equal Opportunities**

- i. No person shall be denied membership of the Club, or discriminated against within the club, on the grounds of age, race, ethnic origin, creed, colour, sex, sexuality, occupation, religion, disability or political persuasion.
- ii. Junior Members may attend the AGM, but do not have the right to hold office or to vote.

## **8. Accounts**

- i. The Treasurer shall maintain the Club's Accounts.
- ii. Full documentation shall be kept for all transactions.
- iii. An account/s shall be maintained at the bank or other institution approved at the AGM.
- iv. Two signatories shall be required for all cheques, and any other payment transactions.
- v. The signatories shall be appointed at the AGM.
- vi. The Accounts shall be independently examined, prior to the AGM, by a suitably experienced person independent of the Treasurer.
- vii. The Treasurer shall provide financial advice and reports to the Committee as required.
- viii. The Club's financial year shall run from 1<sup>st</sup> January to 31<sup>st</sup> December.

## **9. Dissolution**

- i. A resolution to dissolve the Club shall be proposed only at an extraordinary general meeting and shall be passed only if carried by a majority of at least half of the members present and voting.
- ii. The dissolution shall take effect from the date of the resolution, and the Committee Members shall be responsible for the winding-up of the assets and liabilities of the Club.
- iii. Any property remaining after the discharge of the debts and liabilities of the Club shall be paid to the Anglers Inn Trust for the benefit of the community.