



DERBYSHIRE TENNIS

14th October 2022

**To: Secretaries of Clubs and Organisations affiliated to the DTA,
Officers, Officials and members of the Management Committee**
From: Louise Walker, Hon. County Secretary

**Nomination of officers, officials and Management Committee Members for 2023-24.
The AGM takes place on TUESDAY 28th November 2023, 7.30pm at Derby Tennis Centre.**

In accordance with the Rules of the DTA, nominations for Officers (excluding the President which is proposed by the Management Committee), Officials and Management Committee Members are to be received in writing by the Hon. County Secretary not less than 14 days before the date of the Annual General Meeting. Such nominations, apart from Elected Committee Members, shall be signed by the nominee and a proposer and seconder, who must be members of an affiliated club or organisation.

Elected Committee Member nominations shall be proposed/signed by the Chairperson, Secretary or Treasurer of the nominating club or by the responsible person of the Affiliated Organisation and by the nominee.

The **Management Committee** consists of the Officers, the Officials and up to six Elected Committee Members.

The **Officers** consist of President, Chair, Secretary and Treasurer.

The **Officials** consist of: -

The Adults Team Representative
The Seniors Team Representative
The Juniors Team Representative
The Tennis Sub-Committee Chairperson
The County Safeguarding Officer

I am enclosing a Nomination Form and a copy of Protocol for the Management of Elections Pursuant to Rule 12 of the DTA Rules. This document describes the procedure for proxy votes relating to Elections. The appointment of a proxy for all other matters must be received by the County Secretary by email prior to the commencement of the AGM. As proxy votes shall count in constituting a quorum, it would be appreciated if any Officer, Official, Life Member or Club/Organisation not able to attend the AGM, submit a Proxy giving details of whom they wish to delegate their vote to.

An e-mail notice will be sent out not less than 7 days before the AGM, stating the business to be considered at the meeting, relevant reports and notice of the nominations received for the officers and officials of the Association, and members of the Management Committee. Hard copies, if requested, will follow prior to the AGM.

c/o Derbyshire Tennis, Ashe Place, Vincent Street, Derby DE23 8BF louisewalker2505@gmail.com

Louise Walker, Honorary County Secretary