



(Dumfries Sports Club)

Constitution

1. Name

The Section, founded in 1889, shall be called Dumfries Lawn Tennis Club and will be affiliated to the LTA.

2. Objects

The objects of the section shall be to encourage and promote the playing of competitive and social tennis.

3. Membership

Membership of the Section shall be confined to members of Dumfries Sports Club who set the membership categories.

4. Section Committee

The Section Committee shall be elected at the Annual General Meeting from among the members of the Section and shall consist of:

- A Convener
- A Secretary
- A Treasurer
- A Junior Convener
- A minimum of 2 committee members

The Tennis Committee shall control the Section on behalf of Dumfries Sports Club and shall have power to co-opt members to assist in the work of the Tennis Section.

The Convener shall preside at all General Meetings of the Section, but in their absence the meeting shall elect a temporary Chairperson. The Chairperson shall have a deliberate as well as a casting vote.

5. Annual General Meeting

An Annual General Meeting of the Section shall be held each year for the purpose of electing the Committee and transacting any other competent business. Notice shall be given to all section members at least 14 days before the date of the meeting. Three members shall form a quorum.

6. Extraordinary General Meeting

The Committee shall call an Extra-ordinary General Meeting (EGM) of the club at their discretion or within one month of receipt of a requisition of ten members. The purpose for which the Meeting is called must be specified in the notice calling the meeting.

7. Alteration to the Constitution

Alteration to the Constitution may only be made at an Annual General Meeting of the Section and shall require a majority of at least two thirds of the votes of the members present, provided that the minimum number of six are present. Notification of any proposed amendments should reach the Secretary 10 days before the date of the meeting.

8. Finance

A proper set of accounts shall be kept by the Treasurer who shall be responsible for advising the association on all financial matters affecting the club's activities. The club's financial year shall run from October 1st to September 30th; a certified statement of accounts for the financial year preceding shall be presented at each Annual General Meeting.

Three Office Bearers (The Convener, Treasurer and Secretary) from the Committee shall be designated as "authorised signatories" for club financial matters. A minimum of two out of the three nominated "authorised signatories" are required to authorise all club financial transactions one of which must be the Treasurer.

The authorised signatories as referred to above must not be "connected" as defined by the Charities and Trustee Investment (Scotland) Act 2005 detailed below.

- *"Any person to whom the [signatory] is married, is the civil partner of the [signatory] or with whom the [signatory] is living as husband and wife or, where the [signatory] and the other person are of the same sex, in an equivalent relationship.*
- *Any child, parent, grandchild, grandparent, brother or sister of the [signatory] (and any spouse of any such person)*
- *For the purposes of the above, a person who is another person's stepchild or brought up or treated by another person as if the person were a child of the other person, is to be treated as that other person's child."*

9. Complaints

Complaints regarding the management of the Section shall be made in writing to the Section Committee. No complaint shall be considered unless made in writing.

10. Rules

A copy of this Constitution and any rules made by the Section Committee shall be displayed at all times on the Notice Board located within the tennis pavilion.

11. Minutes

The Tennis Section shall retain a record of the Minutes from previous AGM’s.

12. Dissolution

In the event of dissolution, any assets or funds of the club that remain will become the property of Dumfries Sports Club.

13. Declaration

Dumfries Lawn Tennis Club hereby adopts and accepts this constitution as a current operating guide regulating the action of members.

Signed: **Date:**

Name: *Michael John Goldie* **Club Convener**

Signed: **Date:**

Name: Judi McKiddie **Club Secretary**