

# **GOODWORTH CLATFORD TENNIS CLUB**

## **OBJECT CONSTITUTION AND RULES**

### **1 OBJECTIVE**

The primary aim of the club is to promote and encourage interest in the game of tennis in **Goodworth Clatford** and the surrounding area and to provide the best possible facilities for this purpose. The secondary aim is to encourage members to meet through social activities, which may sometimes be designed to raise funds for the club.

### **2 CONSTITUTION**

**a** The club formed on first May One Thousand Nine Hundred and Ninety Four shall be known as the **GOODWORTH CLATFORD TENNIS CLUB** ("the Club") and is a private club governed by the rules of the All England Lawn Tennis Association (LTA) insofar as they affect the playing of the game of tennis.

**b** On the General Committee shall be represented the main activities of the Club (including such matters as dress and behaviour) as determined by and varied at the discretion of the Annual General Meetings (AGMs) of members or any Extraordinary General Meeting (EGM) called for the purpose unless represented in any other capacity. There should be a maximum of twelve committee members and a quorum should be four people one of which must be an Officer of the Club. The Chairman will have a vote at committee meetings and a casting vote if necessary. At all times and in any event the following factions should be represented in order for a quorum to be present: -

Four Trustees of the club as well as officers of the club, namely the President, Chairman, Secretary and Treasurer and other elected members of the official committee authorised to commit the club to financial borrowing to a limit set at the A.G.M. or an E.G.M. and it is permitted for officers of the club also to be trustees thereof

**c** Committee members can serve on the committee for a maximum of three years and can present themselves for re-election subject to being proposed and seconded.

**d** The A.G.M. will normally be held in March or on such date as shall be decided by the Committee

**e** Committee Members shall have the right to co-opt club members onto a sub-committee to assist them in their work at their own discretion

**f** The General Committee may delegate its authority and responsibility to individual committee members or sub-committees for a specific purpose but shall have at all times the right to overrule the actions of such individual committee or sub-committee members

**g** The Club Chairman shall always be an ex-officio member of any sub-committee

**h** All General Committee members must be fully paid up members over the age of 18. Younger members may be part of a sub-committee.

**i** Amendments to this constitution shall only be considered at an AGM or EGM and can only be made when agreed by at least two thirds of those members present at these meetings. Full details of any proposed amendments shall be sent by the Secretary in writing to all members at least 21 days before the meeting.

**j** Any group of not less than ten members shall have the right to call an E.G.M. having first informed the secretary in writing of its time venue and purpose at least fourteen days before being held and the secretary shall advertise the meeting on the Notice Board in the Village Club.

**k** A member shall be any person who has applied to become a member, has been accepted by the General Committee and has paid the appropriate subscription determined annually by the General Committee at the A.G.M. Application for membership should be made to the Membership Secretary on the specified form. Membership normally lasts for one year from 1<sup>st</sup> April to 31<sup>st</sup> March.

**l** The Membership Secretary shall keep a register of members with details of all their names and addresses.

**m** A member shall cease to be a member if he or she gives to the Secretary written resignation of his or her membership or a resolution is made by the General Committee for his or her removal for contravention of the rules of the Club or for non-payment of the annual subscription

**n** The club's financial year will run from the 1<sup>st</sup> January to 31<sup>st</sup> December each year.

**Full member** means a person over the age of eighteen years who is entitled to use all the facilities of the club including the use of the courts (as agreed by the Committee) and to represent the club in league matches

**Junior Member** means a person up to the age of eighteen years who is entitled to use all the facilities of the club as are permitted by law including the restricted use of the courts (as agreed by the committee) and to represent the club in league matches.

**Family Membership** means a combination of full and junior membership as described above

**Social Member** means a person interested in the objects of the club and wishing to join in the social activities who is entitled to use the facilities of the club with the exception of the courts

**Visitor** means a visiting player may accompany a member of the club and upon payment of a visitor's fee (amount to be agreed by the General Committee) may use the facilities of the club. The use of the clubs' facilities by individual visitors shall be limited to two days per calendar month.

### **3 TRUSTEES**

The club property is held by the Trustees upon Trusts contained in a Declaration of Trust dated 1994. The Trustees shall be elected by the General Committee and shall hold office until death or resignation unless removed from office by a resolution of the General Committee. The number of Trustees shall be found and any freehold or leasehold property of the club shall be vested in them. They will deal with the property and business of the club as directed by resolution of the General Committee (of which any entry in the Minutes shall be conclusive evidence) and they shall be fully indemnified by the club members from club funds against liability risk outgoings and expenses incurred as a result of such Trusteeship. In the event of the death resignation or removal of a Trustee a new Trustee shall be appointed (or if the General Committee deem it expedient to appoint an additional Trustee or Trustees) the General Committee shall by resolution nominate the person or persons to be so appointed. In order to obviate the possible situation of simultaneous incapacity resignation or death of all Trustees the Trust shall formulate a plan of continuity which must be approved by the General Committee before being legally formalised. For the purposes of continuity the executors of the plan will or may act as temporary Trustees.

#### **4 PLAYING SECTION**

This shall consist of all playing members of the club at senior and junior level whether in match, competition or club play whose affair shall be co-ordinated by a Committee member appointed for this function. The Match Secretary shall be responsible for: registering players for the Leagues; organising the dates of matches; liaising with the club steward to book courts and the committee room for home matches; and ensuring team captains are supplied with balls for home matches. The team captains shall be responsible for team selection and organisation of each match.

#### **5 JUNIOR SECTION**

This shall consist of all junior members of the club who affairs shall be co-ordinated by a member of the General Committee appointed for this function

#### **6 FINANCIAL**

It shall be the responsibility of the Honorary Treasurer to maintain in good order the financial affairs of the club in such a manner that, given reasonable notice, a balance sheet showing the current state of affairs may be put before the General Committee. The Honorary Treasurer shall also have prepared in good time a statement of independently-examined accounts for the year past for presentation to the A.G.M. The Honorary Treasurer shall also be responsible for depositing all membership fees in the Club's bank account and for all matters financial.

## **7 ADMINISTRATION**

It shall be the duty of the Honorary Secretary on behalf of the Club Chairman and General Committee to look after the administration of the club. The Honorary Secretary shall be responsible for convening all meetings or assemblies of the club, excepting possibly A.G.M.'s called to discuss the business activities of the club not previously delegated to another person either explicitly or implicitly. At all times, and on every occasion, legible copies of all correspondence by other members affecting the affairs of the club must be lodged with the Honorary Secretary. The Honorary Secretary shall be responsible for the recording of accurate minutes of any meeting involving the General Committee but may delegate this responsibility to another person.

## **8 SOCIAL**

The General Committee is responsible for the organisation of social functions whether of a profit or non-profit nature and appoint sub-committees as required. The sub-committee appointed shall be responsible for that particular event and shall keep proper records of the costs and proceeds which shall be provided to the Honorary Secretary and Honorary Treasurer as required.

## **9 GENERAL PURPOSES**

This section of the club deals with all matters which do not properly fall into any other of the main functions of the club and shall have particular responsibilities for such matters as maintenance, repairs, insurance, construction and development and shall advise the General Committee on such matters as estimated costs and timetables. The member responsible shall have the authority to co-opt from the members of the club a sub-committee to assist from time to time as occasion demands.

## **10 GENERAL RULES**

The Courts shall be known as “The River Court” and “The Club Court”. They may be booked by using the booking sheets located on the Notice Board on the Village Club wall. Members can only book two consecutive hours on any one day. During the period of Club Tournaments tournament matches have priority. The courts cannot be booked more than two weeks in advance. Junior members may not book the courts after 6.00pm between 1<sup>st</sup> July and 1<sup>st</sup> September. However, they are welcome to play on the court if it is free after 6.00pm between these dates.

## **11 COMPLAINTS PROCEDURE**

Any complaints relating to the running of the club or conduct of its members should be submitted in writing to the Secretary or the Chairman. The General Committee shall then review, address and resolve the complaint.

## **12 WINDING UP**

The club may be dissolved by any general meeting (AGM or EGM) called specifically for the purpose, the required notice having been given in the paragraphs above. In the event of dissolution, the funds remaining in the club shall be transferred to such charities as the members present at the meeting may decide.