



Constitution

Hartley Wintney Tennis Club (hereafter referred to as “the Club”) was formed in April 2012, thanks to the Hartley Wintney Parish Council who made funds available to meet the costs of establishing the courts. It is the council’s intention that they will make funds available for any necessary future refurbishment.

The Club’s courts and adjoining facilities are located within the grounds of Greenfields Junior School, with hours of play agreed with the school.

Club Objective

To provide and maintain facilities for, and to actively promote the participation in, tennis on either a Pay & Play or Annual membership basis, to all age groups and to all levels of ability within the community of Hartley Wintney and surrounding area, and to engage with other local community groups.

Membership

1. A **Member** is any person that has registered their contact details with the Club.
2. A **Player** is any person using the tennis courts whether for tennis, netball, or any other use. This may include non-members, as only the person booking the court needs to provide their personal details.
3. Membership will be established by either registering contact details on the Club Website or giving contact details to the Secretary.
4. There are two types of membership: (i) Pay & Play membership, requiring no membership fee to join or renew, with a charge made for court bookings on a pay-per-use basis or (ii) Annual membership, requiring a fee to join or renew, with no charge made for court bookings, alongside some additional benefits to the Pay & Play membership option.
5. The Club may have different classes of membership and subscription on a non-discriminatory and fair basis to encourage participation in the sport of tennis including, for example, junior and student memberships.
6. Membership of the Club will be open to all persons irrespective of ethnicity, nationality, sexual orientation, religion or beliefs; or of age, sex, or disability. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.
7. Under exceptional circumstances, the Committee may refuse or terminate membership and/or remove an individual’s right to book courts only for good and sufficient cause, such as conduct

or character likely to bring the Club or sport into disrepute. In these circumstances the individual must be informed of the reason in writing and given the opportunity to attend a meeting with at least 2 Officers of the Club. Appeal against refusal or removal may be made to the members.

8. All Members will be entitled to book courts, play in matches and to enter tournaments.
9. The Club can reserve courts for matches, tournaments, or Club sessions as long as participation in these events is open to all Members.
10. Members over the age of 16 will be entitled to vote at the AGM, and to be elected to the Committee.
11. The Committee may choose to add other benefits of membership from time to time.
12. The Committee may choose to co-opt a Member that is under 16 onto the Committee and agree to give the member full voting rights at the Committee Meeting.
13. Communications with Members, including notification of meetings, will be done via email, using the email address given when becoming a member, or as subsequently updated.

Finances

14. The Club is constituted by these rules as a non-profit making Club. In no circumstances during the continuance of the Club shall any assets or surplus funds be distributed to any member or other person nor to any organisation which is not itself constituted as non-profit making.
15. The financial year of the Club will run from 1st March to end February. The Committee may agree a change to the financial year if the need arises.
16. The Club accounts will be produced annually, formally signed-off by the Committee and put to the next Annual General Meeting for approval.
17. Revenue received from Annual membership fees, Pay & Play court bookings, and other Club activities must be used for the general maintenance and development of the Club in line with the stated Club Objective. Any excess funds will be reinvested in the club and spent only on promoting participation and providing facilities for eligible sports.
18. The Committee will decide on the level of individual court fees or any other fees that may be paid in advance of, and in lieu of, court booking fees.

Management

19. The Club will be managed on an amateur basis by a Committee consisting of Chair, Secretary, Treasurer, Welfare Officer (the “Officers of the Club”) and not less than 2 and not more than 6 other members elected at an Annual General Meeting (AGM).
20. The Committee may choose to introduce other specific roles, in addition to the Officers of the Club, to assist in the running of the Club.

21. The Committee may choose to establish sub-committees with delegated responsibilities as needed, e.g. Team Selection Committee. These sub-committees must contain at least one member of the Committee who will keep the Committee informed about the activities of the sub-committee.
22. All positions on the Committee will come up for election at each AGM. All members of the Committee are eligible for re-election.
23. If any committee roles are not filled at an AGM, or a vacancy arises during the year, the Committee may co-opt individuals to join the Committee.
24. All members of the Committee will have equal voting rights, except the Chair who will have an additional casting vote if necessary.
25. A quorum for the Committee will be 4 Committee members including at least one Officer of the Club. A meeting that is not quorate may still be held, but any decisions made will be subject to ratification at the next quorate meeting.
26. Any Member may attend Committee Meetings and speak on specific items when invited to do so. Only Committee Members may vote.
27. Committee Meetings will be arranged as necessary but with no less than 3 days' notice.
28. Meetings will be chaired by the Chair if present, or if not, any other Officer of the Club.

General Meetings

29. An Annual General Meeting will be held within 4 months of the end of the financial year with at least two weeks' notice being given to Members.
30. Extraordinary General Meetings may be called at any time by either the Hartley Wintney Parish Council, the Committee, or any member of the Club. In the case of the latter, this must be done via the Committee and must be supported by at least 15 members of the Club. Members must be given at least one week's notice of the meeting and be told the purpose of the meeting.
31. A quorum for General Meetings will be 15 Members.
32. All Committee members will be elected at the AGM. In the event of more than one person standing for a particular position, a secret ballot will be held: a simple majority determining the winner. In the event of a tie, the Chair of the meeting will have the casting vote.
33. All voting, other than for the election of the Committee, will be done by a show of hands unless there is a request by any member for a secret ballot.
34. Hartley Wintney Parish Council and Greenfields Junior School will be invited to send a representative to all General Meetings.
35. Anyone may attend a General Meeting but only Members will be entitled to vote.
36. Meetings will be chaired by the Chair if present, or if not, an Officer of the Club. If neither is available, a "Chair for the meeting" can be agreed at the start of the meeting.

General

37. A copy of this constitution will be available on the Club Website and all Members shall be deemed to be conversant with it.
38. Any alterations to the Club Constitution shall receive the assent of at least two-thirds of the members present and voting at an Annual or Extraordinary General Meeting providing notice of the proposed change is made to Members along with the notice of the meeting.
39. Interpretation of this constitution lies with the Committee, whose decision will be final.
40. A copy of Club policies, including a Safeguarding Policy, will be available on the Club Website and all Members shall be deemed to be conversant with it.
41. The use of the facilities by other organisations, e.g. local schools, scouts, guides, netball clubs will be actively encouraged to ensure maximum utilisation.
42. The Club will be affiliated to the Lawn Tennis Association and the Hampshire Lawn Tennis Association and shall adopt and conform to the rules of these organisations in so far as they can apply.
43. Professional coaching will be organised for members and non-members of all ages and abilities according to demand.
44. Players or visitors leaving vehicles, rackets, clothing, or other property at the Club do so at their own risk and the Club shall not be responsible for any loss, damage or injury resulting from this or any other cause.
45. From time to time the Committee may choose to propose individuals for the positions of “Honorary President” or “Honorary Member”. These appointments must be approved at a General Meeting. The Committee will decide on what, if any, benefit is attached to the honorary position with the proviso that there should be no financial cost to the Club.
46. The Committee will endeavour to maintain the courts and keep them in good condition, but it is up to every Player to decide for themselves whether the courts are safe to be used; this is particularly relevant when the courts are wet.
47. Hartley Wintney Parish Council and Greenfields Junior School must be informed in advance of any proposed developments in the Club that would incur significant cost or would have a noticeable impact, positive or negative, on Greenfields Junior School.
48. Dissolution – the Club may be dissolved by a resolution passed by a majority of members present and voting at a special meeting convened for the purpose.
49. In the event of dissolution of the Club, any assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed among the members of the Club, but shall be given or transferred to one or more of the following approved sporting or charitable bodies with similar objectives: (1) another organisation registered as a Community Amateur Sports Club, (2) a registered charity or (3) the sport’s governing body for use by them in related community sports.

Date Last Amended: 1st May 2022