



IGHTHAM TENNIS CLUB

THE CONSTITUTION

1. NAME

The name of the club is IGHTHAM TENNIS CLUB (hereinafter referred to as “the club.”)

2. OBJECTS

The object of the club shall be to provide facilities for tennis or other activities for club members and the local community.

3. MEMBERS

3.1 Membership shall be open to anyone and new members will be admitted on a single majority vote of the committee. Prospective members must lodge a written nomination to the membership secretary stating the name and address of such person and signed by the prospective member and two members as proposer and seconder respectively, one of whom must reside in the Parish of Ightham.

3.2 Each member having attained 18 years of age at the time of any general meeting shall have one vote on every resolution put at the meeting.

3.3 The names of prospective members shall be sent to the committee not less than 7 days before they are considered for election.

3.4 Every person nominated for membership shall become a member if he or she is elected as such by the committee.

3.5 A member of the committee shall keep a register of members.

3.6 The committee may at any time nominate a person for life membership in recognition of exceptional services to the club and such person, once elected at the annual general meeting following such nomination, shall be exempt from all future subscriptions while being entitled to all the privileges of membership.

3.7 A member shall cease to be a member:

(i) if he/she gives the secretary written notice;

(ii) if he/she fails to pay any subscription within one month after the due date of payment;

(iii) if a member has behaved in a manner inconsistent with membership of the club, the committee may resolve by a majority of three-quarters to terminate the membership; the decision of the committee shall be final.

4. SUBSCRIPTIONS

4.1 The annual subscriptions of the club shall be payable in advance on the 1st of April each year.

4.2 The annual general meeting of the club shall have power to vary the subscription by ordinary resolution.

4.3 A person who is elected to be a member after the 30th September in any year shall pay half the subscription for that year.

5. PRESIDENT AND VICE-PRESIDENT

At the annual general meeting a president and vice-president shall be elected for a term of five years and shall be eligible for re-election for a further term of three years.

6. OFFICERS

6.1 The honorary officers of the club shall be a chairman, a treasurer and a secretary all of whom must be members of the club.

6.2 Any officer may retire by giving one week's notice to the secretary.

6.3 All officers shall stand down at each annual general meeting and shall be eligible for re-election.

7. THE COMMITTEE

7.1 The committee shall consist of the officers and no fewer than five and not more than eight others. There shall be a representative of the youth of Ightham and of the Parish Council. All committee members must be members of the club.

7.2 Any member of the committee may retire by giving one week's notice to the secretary, and all shall stand down at the annual general meeting, but shall be eligible for re-election.

7.3 Any vacancy on the committee, between annual general meetings may be filled by co-option by the committee.

7.4 The committee shall manage all the affairs of the club and shall have power to do everything necessary for that purpose.

7.5 The quorum of the committee shall be five.

7.6 Committee meetings shall be held not less than once in every two months.

7.7 Not less than three days' written or oral notice shall be given by the secretary to members of the committee of every meeting but, in an emergency at the discretion of the chairman and secretary, additional meetings shall be called at not less than 24 hours' notice.

7.8 Decisions at meetings of the committee shall be made by a simple majority and in the event of votes being equal the chairman (or acting chairman of that meeting) shall have a casting vote.

7.9 The committee has the power to appoint sub-committees. One member of the sub-committee must be a member of the committee itself. Sub-committees shall be convened by the committee and report thereto.

8. BANKING ARRANGEMENTS

All monies received by the club shall be paid into an account in the name of the club at a bank appointed by the committee. Cheques and other instruments drawn on directions to the bankers shall be signed by two officers of the club.

9. ANNUAL GENERAL MEETINGS

9.1 An annual general meeting shall normally be held in October in every year or within 15 months of the previous annual general meeting.

Not less than fourteen days' prior notice in writing or electronically setting out the resolutions to be proposed at the meeting and statement of accounts shall be sent to every member at his last known address.

9.3 The business of the annual general meeting shall be:

(i) to receive the chairman's report of the activities of the club during the preceding year.

(ii) to receive and consider the accounts of the club for the preceding year, the treasurer's report and the examiner's statement.

(iii) to elect officers and other committee members.

(iv) to appoint the examiner.

(v) to agree the subscriptions for the following year commencing 1st April.

10. EXTRAORDINARY GENERAL MEETINGS

10.1 An extraordinary general meeting shall be convened at any time either by a resolution of the committee or a resolution by one tenth of the membership. The members' resolution must be signed by one tenth of the membership and served on the secretary. The secretary, or in his or her absence, the chairman, shall give 21 days' notice to the membership in writing or electronically, of the date of extraordinary general meeting with the resolution or resolutions proposed.

10.2 The business which may be conducted at an extraordinary general meeting will only be that specified in the notice, such a notice may include: removing all or any of the officers, other committee members, trustees and examiner of the club and filling the vacancies thereby caused. Subject to the provisions of clause 13 hereof altering this constitution; or dissolving the club.

11. CONDUCT OF ANNUAL GENERAL MEETINGS

11.1 Resolutions at annual general meetings shall be passed by a simple majority of the votes entitled to be cast by the members present at the meeting.

The quorum of the meeting shall be one-tenth of the membership.

11.3 Each member shall have one vote on every resolution.

In the event of votes being equal at an annual general meeting the chairman (or acting chairman at that meeting) shall have a second or casting vote.

Nominations of persons for election to an office must be made in writing to the secretary not less than twenty-one days before the meeting at which elections for that office are intended to be proposed.

12. CONDUCT OF EXTRAORDINARY GENERAL MEETINGS

12.1 A resolution at an extraordinary general meeting shall be passed by a majority of three-quarters of the votes entitled to be cast by the members present at the meeting.

12.2 The quorum of the meeting shall be one-tenth of the membership.

12.3 Each member shall have one vote on every resolution.

12.4 There shall be no second or casting vote on any resolution proposed at an extraordinary general meeting.

13. THE CONSTITUTION

The constitution may be added to, repealed or amended by resolution at an annual general meeting or an extraordinary general meeting. It is provided that no amendment may be made to the objects clause, the dissolution clause or this clause without prior consent of the Parish Council.

14. ACCOUNTS, INCOME AND PROPERTY

14.1 The financial year of the club shall end on March 31st.

14.2 As soon as is practicable, after the end of the financial year there shall be prepared a statement of the assets and liabilities of the club at the end of the financial year, and a statement of income and expenditure during that year. The statements shall be certified by an examiner not less than 28 days before the annual general meeting.

14.3 A summary of the accounts, comprising an income and expenditure account and balance sheet shall be sent to every member of the club with the papers for the annual general meeting. The full statement of accounts shall be available from the treasurer on request by any member.

14.4 The examiner shall not normally be a member of the club. He shall be appointed at each annual general meeting and shall hold office until the end of the next following annual general meeting.

14.5 No action involving expenditure in the name or on behalf of the club shall be taken, and no undertakings that would commit the club to expenditure or other liability shall be made without the prior authority of the committee.

14.6 "Not for profit" statement

The income and property of the club shall be applied solely towards promoting the club's object as detailed in this constitution and no portion thereof shall be paid or transferred, directly or indirectly, to the members of the club or third parties.

No dividend or profit shall be paid by the club to members and any net assets on dissolution will be donated to Ightham Parish Council to be applied for approved sporting or charitable purposes.

15. TRUSTEES

15.1 The number of trustees shall be no fewer than 2 and no more than 4.

15.2 The trustees shall be appointed by deed within the meaning of the Trustee Act 1925 section 36, by the committee.

15.3 The trustees shall hold office until death, resignation or removal from office by a resolution of the committee or at a general meeting.

15.4 The property of the club (other than cash which shall be under the control of the treasurer) shall be vested in them.

15.5 The trustees may deal with the property so vested in them. Such direction shall be given by a resolution of the committee at a duly convened meeting (of which an entry in the minute book shall be conclusive evidence).

16. BYELAWS AND REGULATIONS

16.1 The committee may from time to time make, repeal and amend byelaws and regulations it thinks expedient for the internal management and well-being of the club and the use of the courts.

16.2 Byelaws and regulations may not be inconsistent with this constitution.

16.3 All byelaws and regulations are binding on the members until repealed by the committee or set aside by a resolution of a general meeting of the club.

16.4 The club shall have in place a policy on child protection and safety and recruitment, including a designated child protection officer. The policy wording and contact details for the child protection officer shall be displayed on the club notice board.

17. DISCIPLINE

17.1 The club and all members shall accept and shall be bound by the Rules and the Disciplinary Code (“the LTA Rules”) of the Lawn Tennis Association Ltd (“the LTA”) and the General Rules and Constitution (“the County Rules”) of the Kent County Lawn Tennis Association (“the County”) in force from time to time including amendments made hereafter, insofar as the same are relevant to the activities of the club.

All unlicensed and unregistered coaches and all visitors to the club for the purpose of playing tennis will be required to accept and be bound by the LTA Rules and the County Rules.

All members shall accept, and all persons mentioned in 17.2 above shall be required to accept, that the Contracts (Rights of Third Parties) Act 1999 shall apply to the agreement between themselves and the club, and that the LTA and the County may enforce any breach thereof, but only insofar as it relates to a breach of the LTA Rules or the County Rules

The club may terminate the membership of any member or impose any other sanction it deems appropriate in the event of any breach of the club's constitution, the LTA Rules or the County Rules.

Any such breach shall be deemed behaviour inconsistent with membership of the club.

18. BORROWING

18.1 If at any time the club in general meeting passes a resolution authorising the committee to borrow money, the committee may then borrow for the purposes of the club the amount of money, either at one time or from time to time, at the rate of interest, in the form and manner and upon the security specified in the resolution.

18.2 The trustees must at the direction of the committee make all dispositions of the club property or any part of it and enter into any agreements in relation to it as the committee deem proper for giving security for any loans and interest.

18.3 Every member of the club, whether voting on the resolution or not, and any one becoming a member of the club after the passing of the resolution, is deemed to have assented to the resolution as if he or she had voted in favour of it.

19. INDEMNITY

The trustees and the members of the committee shall not be liable (otherwise than as members) for any loss suffered by the club as a result of the discharge of their respective duties on its behalf except such loss as arises from their respective wilful

default and they shall be entitled to an indemnity out of the assets of the club for all expenses and other liabilities incurred by them in the discharge of their respective duties.

20. DISSOLUTION

20.1 The club may be dissolved by a resolution under rule 10.2 (iii).

20.2 The dissolution shall take effect from the day when the resolution is passed.

20.3 The committee shall be responsible for winding up the club.

20.4 Assets or cash in hand shall be donated to Ightham Parish Council to be applied for approved sporting or charitable purposes.

Approved at the Club's 34th AGM on 19 October 2016