

1. Name of Club

The club will be called RAMSBURY TENNIS CLUB (hereinafter referred to as the Club), The Club will be registered and affiliated to the Lawn Tennis Association.

2 Aims and Objectives

The aims and objectives of the Club will be:

- To offer tennis coaching and competitive opportunities.
- To provide social tennis for members.
- To promote the club and tennis participation within the local community
- To ensure a duty of care to all members of the Club
- To provide all services in a way that is fair to everyone

3 Membership

- (a) Membership of the Club is open to anyone interested in coaching, volunteering or participating in tennis, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.
- (b) The membership shall consist of categories determined as appropriate by the Committee from time to time and displayed on the website.
- (c) All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of practice that the club has adopted.
- (d) Members in each category will pay membership fees. The costs and timeframes for paying these fees will be determined at the Annual General Meeting.
- (e) Individuals shall not be eligible to take part in the business of the Club, vote at general meetings or be eligible for selection of any Club team unless the applicable subscription has been paid by the due date and/or membership has been agreed by the Committee.

4. Equal Opportunities

- (a) The Club is committed to ensuring that equity and equal opportunities is incorporated across all aspects of its development.
- (b) The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of tennis, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
- (c) The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
- (d) The Club has adopted a Safeguarding Policy for the protection of all its members which is published on the Club's website. In becoming Club members all members are deemed to have notice of the Safeguarding Policy and are deemed to accept its provisions and will conduct themselves in accordance with it.

- (e) All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- (f) The Club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

5. Committee

- (a) The affairs of the Club shall be conducted by the Committee which shall comprise no less than nine and no more than eleven people who shall be elected by the members in Annual General Meeting.
- (b) The term of office shall be for three years, and members shall be eligible for re-election.
- (c) All Committee members must be members of the Club with the exception of the role of Secretary, who if necessary, may be co-opted to act as Secretary and need not be a member of the Club.
- (d) The Committee shall elect a Chair and other officers from among its members.
- (e) If the post of any officer or ordinary Committee member should fall vacant, the Committee shall have the power to fill the vacancy until the succeeding Annual General Meeting.
- (f) The Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.
- (g) The Committee will have powers to appoint any advisers to the Committee as necessary to fulfil its business.
- (h) The Committee may by resolution appoint Trustees, no less than two and no more than 4, to hold office until death or resignation unless removed from office by a resolution of the Committee or by a resolution duly passed at a general meeting. Any such Trustee shall be appointed by Deed.
- (i) The Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Committee will be responsible for taking any action of suspension or discipline following such hearings.
- (j) The committee meetings will be convened by the Secretary of the Club and be held no less than three times a year.
- (k) The quorum required for business to be agreed at Committee meetings will be five.

6. Borrowing

- (a) The Committee may borrow such sum as it considers necessary from time to time on behalf of the Club for the purposes of the Club.
- (b) When so borrowing the Committee shall have power to raise in any way any sum or sums of money and to raise and secure the repayment of any such sums in such manner and on such terms as it thinks fit.

- (c) The Committee shall have no power to pledge the personal liability of any member for repayment of any sums so borrowed.

7. Finances

- (a) The club treasurer will be responsible for the finances of the club.
- (b) The financial year of the club will run from 1st January and end on 31st December each year
- (c) All club monies will be banked in an account held in the name of the club.
- (d) A statement of annual accounts will be presented by the treasurer at the Annual General Meeting.
- (e) Any cheques drawn against club funds should hold the signatures of the treasurer plus one other signatory.
- (f) All members of the Club shall be jointly and severally responsible for the financial liabilities of the Club.
- (g) All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

8. Annual General Meetings and Extraordinary General Meetings

- (a) General Meetings are the means whereby the members of the Club exercise their democratic rights in conducting the Club's affairs.
- (b) The Club shall hold the Annual General Meeting (AGM) in the month of February or March to:
- Approve the minutes of the previous year's AGM.
 - Receive a report from the Chairman.
 - Receive a report from the Treasurer and approve the Annual Accounts.
 - Agree an auditor to audit the accounts for the following year.
 - Receive reports on Facilities, Matches, Juniors and/or such other matters as the Committee shall think fit.
 - Agree the membership fees for the following year.
 - Consider any proposed changes to the Constitution.
 - Deal with other relevant business.
- (c) Notice of the AGM will be given by the club secretary with at least 28 days' notice to be given to all members.
- (d) Nominations for members of the committee will be sent to the secretary at least seven days before the AGM.
- (e) Proposed changes to the constitution shall be sent to the secretary prior to the AGM, who shall circulate them at least 7 days before an AGM.
- (f) All adult and student members shall have the right to vote at the AGM.
- (g) The quorum for AGMs will be twelve.

- (h) The Chairman of the Club shall hold a casting vote at general and committee meetings.
- (i) An Extraordinary General Meeting (EGM) shall be called by an application in writing to the Secretary supported by at least 10% of the voting members of the Club. The committee shall also have the power to call an EGM by decision of a simple majority of the committee members.
- (j) All procedures shall follow those outlined above for AGMs.

9. Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

10. Discipline and appeals

- (a) All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the club’s child protection policy and procedures. The Club Welfare Officer is the lead contact for all members in the event of any child protection or vulnerable adult concerns.
- (b) All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.
- (c) The Committee or nominated members will meet to hear complaints within 7 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.
- (d) The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the hearing.
- (e) There will be the right of appeal to the Committee following disciplinary action being announced. The committee should consider the appeal within 14 days of the Secretary receiving the appeal.

11. Dissolution

- (a) A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.
- (b) In the event of dissolution, all debts should be cleared with any clubs funds. Any assets of the club that remain following this will become the property of The Ramsbury Recreation Centre being the owner of the land where the Club plays.

12. Declaration

Ramsbury Tennis Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Name	Chris Wilson	Position	Chair
Sign		Date	3 March 2022

Name		Position	
Sign		Date	