

Constitution  
of  
St Serf's Lawn Tennis Club

1. Name of Club

The Club shall be called "St. Serf's Lawn Tennis Club" (Hereinafter referred to as the Club) and it shall seek affiliation to, and be bound by, the rules of the East of Scotland Lawn Tennis Association.

2. Objects

The Objects of the Club shall be to provide and promote tennis and social facilities for Club Members together with the promotion of tennis for the benefit of the community.

The club is a non-profit making organisation. All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

3. Membership

- i. Membership of the Club shall be open to anyone on application regardless of sex, age, ability, ethnicity, nationality, sexual orientation, occupation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.
- ii. The Club shall have the following categories of membership:
  - Adult: Over 21.
  - Adult Country: will be granted at the committee's discretion
  - Family A: Maximum 2 adults + 2 juniors/cadets living at the same address. Juniors/cadets must be aged 16 or under.
  - Family B: Maximum 2 adults + 1 junior/cadet and 1 intermediate living at the same address. Junior/cadet must be aged 16 or under, and intermediate must be aged 21 or under.
  - Family C: Maximum 2 adults + 2 intermediates living at the same address. Intermediates must be aged 21 or under.
  - Intermediate: Aged 17 – 21
  - Junior: Aged 12 – 16
  - Cadet: Aged 11 or under
  - Student: Over 21, in full-time education – proof of status required.
  - Student Away: Over 21, living away from Edinburgh during term-time, in full-time education – proof of status required.
  - Unemployed: Not in work, proof of status required.
  - Weekday: Adult, no weekend play or play after 18:00.

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- Temporary - will be admitted on payment of the agreed subscription for the period required. Temporary members shall have no rights to hold office or vote.
  - Honorary: will be granted at the committee's discretion.
- iii. Members over the age of 16 (hereinafter referred to as Ordinary Members) may be admitted to the Club on payment of the appropriate category of membership and shall have full rights to vote and hold office. Members below the age of sixteen may be admitted to the Club as Junior or Cadet members without the right to vote or hold office.
- iv. The Annual Subscriptions of the various categories of Members shall be fixed by the Annual General Meeting of the Members for the ensuing season. Subscriptions shall be set on a non-discriminatory and fair basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- v. It shall be an obligation on the part of every member to observe the conditions for the regulation of the Club as laid down in the Club's Constitution and in any Bye-laws or other Rules established by the Management Committee.

4. Management

The affairs of the Club shall be managed by a Committee consisting of the President, Honorary Secretary, Honorary Treasurer, Membership Secretary, Club Coach, Welfare officer and up to six playing members including a Junior Representative all of whom shall hold office for one year only, but shall be eligible for re-election at the Annual General Meeting of the Club.

The election of Committee Members shall be proposed by one Member and seconded by another.

In the event of a casual vacancy the Committee shall have power to appoint a person to fill the same until the next Annual General Meeting.

Four members of Committee shall form a quorum.

The Club shall have powers to open Bank Accounts to be operated by any two of the President, Honorary Secretary, Honorary Treasurer and one other nominated Committee Member.

There will be at least 6 committee meetings each year.

5. Duties of Committee

- i The Committee shall undertake the General Business of the Club; shall have control over income and expenditure, and also over the general property of the Club; shall have authority to purchase, hire and repair property; to make arrangements for the holding of tournaments and matches, and to make and alter Bye-Laws.
- ii The Club through the Committee shall have power to borrow by means of debentures, mortgages or heritable property, loans or otherwise such sums at

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such interest and under such conditions as they consider advisable and to grant all security writs and other deeds necessary in the exercise of the aforesaid powers. All bonds and other documents shall be made in such form and shall be signed on behalf of the Club by such persons as the Committee may from time to time direct.

- iii The Committee shall also have power to appoint sub-committees of their own number and to co-opt a playing Member or Members for service on such sub-committees.
- iv A Copy of the Bye-Laws shall be exhibited in a prominent place in the Clubhouse.

6. Honorary Secretary's Duties

The Honorary Secretary shall give notice of all meetings of the Club and take the Minutes of all proceedings taking place thereat and of all resolutions made; shall conduct the correspondence of, and receive all communication addressed to the Club, and shall prepare a Report for the Annual General Meeting.

7. Honorary Treasurer's Duties

The Honorary Treasurer shall pay all accounts due by the Club after they have been approved by the Committee; shall receive all monies due to the Club; and shall prepare the Annual Balance Sheet which, after having been examined and passed by one auditor appointed by the Annual General Meeting, shall be presented at the Annual General Meeting.

The Club's financial year will run from 1<sup>st</sup> October to 30<sup>th</sup> September.

8. Welfare Officer's Duties

Work with others in the club to promote safeguarding, diversity and inclusion and ensure compliance with the LTA's minimum standards for venue registration

9. Annual General Meeting

The Annual General Meeting – of which ten clear days notice shall be given in writing to each Member – shall be held in November each year.

20% of the Ordinary Members shall form quorum at any Annual or Special General Meeting.

10. Special General Meeting

A Special General Meeting may be called by order of the Committee and shall, on the receipt of a requisition signed by at least fifteen playing Members, be called by the Honorary Secretary for a date not more than thirty days after receipt of requisition. A notice of such meeting shall be posted to each Member at least seven days before the time of the meeting. The said requisition and notice must specify the object for which the meeting is to be called.

11. Chairman

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The President, whom failing the Honorary Secretary, shall occupy the Chair at all meetings of the Club and of Committee. In the absence of the President and Honorary Secretary the meeting shall elect its own Chairman. The Chairman at any General or Committee Meeting shall have both a deliberative and a casting vote.

12. Payment of Subscriptions

Members' Subscriptions shall become due on the day one year from the date they joined the Club and on the same day and month of subsequent years. Members will be notified of their renewal date seven days in advance of that date. If a member does not pay his/her subscription within fourteen days following the date upon which it was due, the Committee in their sole discretion shall be entitled to terminate the membership without notice

Club membership unless otherwise stated is a "rolling" yearly membership with renewal due on the anniversary of the members' date of first joining.

Members who have not paid renewal fees within fourteen days of the due date, will be deemed to have lapsed their membership and will not be entitled to use the Club facilities, enter club competitions or represent the club in any competition.

13. Assessment of Members

The Club, by a majority of votes of those present at any Annual or Special General Meeting, shall have the power to assess the whole Ordinary Members at the time being, and also all those on the Roll at the preceding first day of March, for payment of such sum as may be necessary for liquidating the obligations of the Club, and any Member failing to make payment of his share within thirty days after the date of notice demanding payment of the same shall, on the expiry of the thirty days, be suspended from all privileges of the Club, but shall nevertheless remain liable for his share of said assessment.

14. Damage to Property

Should any property of the Club be damaged by any Member or Members, and should such damage occur through fault or negligence, the expense of repairs and the value of such damage shall be borne by such Member or Members.

15. Legal Proceedings

The Club shall have full power and authority in all questions between it and any of its Members or any third party to sue and be sued in name of the President, Honorary Secretary and Honorary Treasurer thereof for the time being; and no Member of the Club, or any party, shall, in any action of the suit raised against him by the Club, be entitled to object to or impugn such instance; and every person who shall hereafter become a Member of the Club shall be held to have

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agreed to this rule and to have waived any objection competent to him or to the sufficiency of such instance.

16. Alteration or Addition to Bye-Laws

The Committee shall have the power to alter the existing Bye-Laws of the Club and to make new Bye-Laws which shall be binding on the Members until the next

Annual or Special General Meeting of the Club, when the same shall be confirmed or otherwise determined by the Club.

17. Suspension

The Committee shall have the power to expel or suspend any Member of the Club guilty of such breach of the Bye-Laws, or of such misconduct as, in their opinion, warrants such a course.

18. Alteration of Constitution

The Constitution of the Club shall only be altered at a Special General Meeting called for the purpose in accordance with Rule 9, or at an Annual General Meeting, in which latter case notice of any proposed alterations must be handed to the Honorary Secretary, in writing, not less than fourteen days before the date of the meeting.

No alterations shall be made unless carried by a majority of two-thirds of those present and voting.

The constitution should be reviewed regularly by the committee, around once every two years.

19. Right of Appeal

A Member may appeal against the Management Committee's decision by notifying the Management Committee who shall put the matter to the Club's members in general meeting and be decided by a majority vote of members present and voting at such meeting.

20. Dissolution

- i A resolution to dissolve the Club shall be proposed only at an extraordinary general meeting and shall be passed only if carried by a majority of at least three-quarters of the Members present and voting.
- ii The dissolution shall take effect from the date of the resolution and the members of the Management Committee shall be responsible for the winding-up of the assets and liabilities of the Club.
- iii Any property remaining on a winding up or dissolution of the Club after the discharge of the debts and liabilities of the Club shall not be paid to or distributed among the members of the Club, but shall be given or

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transferred to one or more of the following sporting or charitable bodies (i) the LTA or Tennis Scotland for use in community related initiatives for tennis; (ii) another registered community amateur sports club which supports tennis; or (iii) a registered charitable organisation.

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The foregoing is the Constitution of St Serf's Lawn Tennis Club which, whether printed and circulated or not, all Members are deemed to have seen and accepted, and by which, during their term of membership, they have agreed to be bound.