

Twyning Lawn Tennis Club Constitution

DESCRIPTION

Name: The Club shall be called the **Twyning Lawn Tennis Club**.

Objectives: The objects of the Club shall be to provide facilities for the playing of Lawn Tennis and all social and other associated activities including the use of a clubhouse and the promotion of Lawn Tennis for the benefit of all genders in the community.

Constitution: The club is a non-profit making, unincorporated members club, which shall be governed by this Constitution and all rules made by the Committee.

MANAGEMENT COMMITTEE

The entire management of the Club (except as otherwise provided by this Constitution) shall be vested in a Committee consisting of the three Honorary Officers (Chairperson, Secretary and Treasurer) and not less than five other members.

A quorum shall consist of five Committee members.

At the Annual General Meeting (AGM) of the Club, all members of the Committee shall retire but be eligible for re-election. Nominations for all members of the Committee shall be proposed by one member and seconded by another member and such nominations shall be notified to the Club Secretary at least seven days before the AGM. In the event of nominations exceeding the number of vacancies, an election shall be by ballot of those present at the AGM and entitled to vote. In the event of a tie the Chairperson shall have the casting vote.

The Committee shall appoint from its members, a Club Welfare Officer and a Representative to the Twyning Recreation and Amenity Complex (TRAC).

In the event of a vacancy, the Committee shall have the power to co-opt additional members should the need arise and may from time to time appoint a Sub-Committee which shall conduct its business in accordance with the direction of the Committee.

The Committee may appoint a qualified coach on such terms as it shall consider appropriate; in the event of the coach being a member of the Club and non-salaried, such coach will become an ex officio member of the Committee and shall be entitled to vote.

The Committee shall from time to time make, repeal, and amend all such regulations (not inconsistent with this Constitution), as they shall think expedient for the internal management, use of courts and wellbeing of the club. All such regulations shall be binding upon members and their guests until repealed by the Committee, or set aside by a

resolution of a General Meeting of the Club. The Committee shall have the powers to make arrangements for holding matches, tournaments, or other like competitions, including the imposition of a charge for the admission of non-members to the grounds, to provide cups and other prizes, and to reserve courts as required.

MEMBERSHIP

Qualification for membership: Any person shall be eligible for full membership provided they are eighteen years of age or over. Children below the age of eighteen shall be eligible as junior members without the right to vote or hold office unless they have attained 16 years of age.

The Membership Categories shall be as follows:

- a) Full Adult
- b) Junior (under 18)
- c) Student
- d) Family (based on two adults and two children under 18)
- e) Twyning School Pupils
- f) Temporary membership

The Committee shall have power to alter Membership Categories and the period such Membership Categories shall last.

Subscriptions: The Membership Year shall run from the 1st April to the 31st March and the annual subscriptions for all categories shall be fixed by the Committee prior to the 1st March and notified to all members within 7 days of such decision ; all subscriptions shall become payable on or before the 1st May, failing which the Committee shall have the power to suspend such membership until payment has been made, unless a satisfactory reason for the delay in payment is provided by the member to the Committee.

Any new member joining the club after the 1st May shall pay forthwith such proportion of the annual subscription as determined reasonable by the Committee

Suspension or expulsion: The Committee shall have the authority to take appropriate disciplinary action against any member of the Club or a member's guest and such action shall include a discretion to suspend or terminate the membership if the member is found guilty of any conduct deemed detrimental to the Club.

Such misconduct shall include any breach of the Constitution or Club Regulations or any offensive behavior to any other member or guest, whether on the Club's premises or elsewhere.

Any member disciplined under this clause shall be notified in writing of the decision of the Committee and shall have the right to appeal against such decision.

Any request for an appeal should be made to the Secretary or Chairperson in writing setting out grounds for the appeal within 14 days of receiving the notification of the Committee's decision. The appeal shall be considered by the Committee within 14 days of receipt of the request for an appeal and a decision made and communicated to the member after due consideration of the written grounds of appeal presented.

Visitors: Every member shall have the right to introduce visitors subject to such Regulations as shall be made from time to time by the Committee. Every visitor shall be the guest of, and be accompanied by, the member introducing them and shall abide by the Constitution and all the Regulations made by the Committee for the members. Visitors should be allowed for two visits before they should apply for membership.

GENERAL MEETINGS

Annual General Meeting [AGM]: The Annual General Meeting (AGM) of the Club shall be held prior to 1st May in each year upon a date and at a time to be fixed by the Committee, for the following purposes:

To receive from the Chairperson and the Treasurer reports, to include a balance sheet and statement of account for the preceding year, details of the income and expenditure expected during the current financial year and fix the annual subscriptions and also to decide upon any resolutions which may be duly submitted to the meeting

Extraordinary General Meeting (EGM): The Chairperson and/or the Committee may call an EGM for any special purpose, and, *in addition*, they shall do so forthwith upon a requisition in writing of any ten adult members stating the purpose for which the meeting is required

Notice: At least ten days before the AGM or any EGM, notice of such meeting and of the business to be transacted thereat shall be communicated to every full adult member in an appropriate manner as determined by the Committee

Chair and Voting: At any General Meeting of the Club the Chairperson, or if not present, a member of the Committee shall take the chair. Only full adult members and junior members over 16 years of age present at the meeting shall be entitled to vote and have one vote upon every motion; in the case of an equality of votes, the Chairperson shall have a second or casting vote.

FINANCE

The Financial Year of the club shall be from January 1st to December 31st.

All monies raised by or on behalf of the Club shall be applied to further the aims and objectives of the Club and for no other purpose.

The Honorary Treasurer of the Club is responsible for the collections of members' subscriptions and for maintaining the financial accounts of the Club detailing all income received and expenditure made.

The funds of the Club shall be held at a bank or building society in an account in the name of the Club and all cheques, drafts etc drawn on this account shall be signed by the

Treasurer and either the Chairperson or the Secretary; all dealings with such account may be dealt with through online banking to be carried out by the Treasurer in conjunction with either the Chairperson or the Secretary

The club will pay to TRAC such sum as is required under any agreement for the use of and the upkeep and maintenance of the tennis courts and the clubhouse and all monies paid to TRAC over and above such payments shall be held in a sink fund in a separate account in the name of TRAC and used from time to time for such capital expenditure relating to the clubhouse and the courts as determined by the Committee and TRAC in accordance with its Constitution.

All loans undertaken by the Club must be authorised by TRAC.

EQUAL OPPORTUNITIES

The Club is fully committed to the principles of the Equality of Opportunities and no member or guest will receive less favorable treatment on the grounds of gender, age, colour, disability, ethnic origin, parental or marital status, religious belief, social class or sexual preference than any other.

The Club will ensure that there is open access to all those who wish to participate in the activities of the Club, in whatsoever capacity, and that they are treated fairly. The Club recognizes its legal obligations not to discriminate and will regard discrimination by any member, guest or visitor as grounds for disciplinary action under the constitution.

WELFARE STATEMENT

The Club recognizes its responsibility to safeguard the welfare of all children, young persons and vulnerable adults who are members, guests or visitors to the Club.

The Club will appoint a Welfare Officer and will aim to provide good quality tennis and coaching in a safe environment by adopting the procedure and working practice of the Lawn Tennis Association with regard to its safeguarding policy.

OTHER

Power to vary the constitution: The constitution may only be amended by resolution at a General Meeting of the Club. No such resolution shall be deemed to have been passed unless it be carried out by a majority of at least two thirds of the members present and voting thereon.

Club liability: The Club will maintain a Public Liability Insurance Policy as provided by the Lawn Tennis Association (LTA). The Club shall not be responsible or liable in respect of personal injury or any loss or damage to the property of any member or guest whether or not such personal injury, loss or damage is due to the negligence of any member of the Club or its officers.

Limits of the Constitution: The Club will be bound by any agreement between the Club

and TRAC and will be strictly governed and bound by the requirements of the TRAC Lease holding and TRAC Charity Constitution.

SIGNED AND AUTHORISED by:

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DENISE CLAYSON the Chairperson of the Twyning Lawn Tennis Club

Dated
The Chairman of the Twyning Recreation Amenity Complex

Dated