

CONSTITUTION

The club shall have unincorporated status and be called Willand Tennis Club, which is affiliated to the Lawn Tennis Association (LTA).

The aim and objectives of the Club

- To promote the club within the local community.
- To offer coaching and competitiveness in tennis.
- To manage Willand Tennis Club.
- To provide its services in a way that is fair to everyone and that all members receive fair and equal treatment.
- To take and retain a membership in Devon Tennis (and by doing so become and remain registered as an associate of the LTA) and to comply with and to uphold the Rules and Regulations of Devon Tennis as amended from time to time and the LTA Rules and Disciplinary Code and the rules and regulations of any body to which the LTA is registered or affiliated.
- Subject to the LTA Rules and the LTA Disciplinary Code and the LTA's wider jurisdiction, to make rules, regulations and bye-laws and standing orders concerning the club including without limitation regulations concerning disciplinary procedures that may be taken against members.

Membership

Members should consist of officers and members of the club. Members will be enrolled in one of the following categories:-

Senior member

Junior member (up to 18 years of age)

Social member

Each member, as a condition of membership agrees

- 1) To be bound by the Club's rules of membership and constitution
- 2) To be bound by the LTA's Rules and Disciplinary Code.

Fees

Membership fees will be set annually and agreed at the Annual General Meeting. Fees will be paid annually except as otherwise agreed.

Officers of the Club

The Officers of the Club, shall be:-

Chairperson

Vice Chairperson

Secretary

Treasurer

The Officers will be elected annually at the Annual General Meeting. All Officers will retire each year but will be eligible for re-appointment.

Committee

The Club will be managed through the Management Committee, consisting of the officers of the club plus a minimum of 3 other members of the club (elected at the Annual General Meeting). These persons only will have a right to vote at meetings of the Management Committee. The Management Committee will be convened by the Secretary of the Club, and no less than 3 meetings will be held each year.

The quorum required for business to be agreed at the Management Committee Meetings will be: 3 Officers plus 2 committee members.

The Management Committee will be responsible for adopting new policy, codes of conduct and rules that effect the organisation of the Club. Each member of the Committee implicitly agrees to the Club's rules.

The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

Finance

All club monies will be banked in accounts held in the name of the club. Three accounts will be held: a current account for day-to-day business, an account for coaching fees and payments, and a court fund to hold monies for facilities development. The club Treasurer will be responsible for the finances of the club. The financial year of the club will end on the 31st December each year.

An independently reviewed statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any payment made by the club above £300 should be authorised prior to payment via email confirmation by the Treasurer, the Chairman and the Secretary (or in the absence of either Chairman or Secretary, another officer of the Club). Below £300 the Treasurer's authorisation only is acceptable.

The Club can express power to borrow money.

Annual General meeting

Notice of the Annual General Meeting (AGM) will be given by the Secretary. Not less than 14 clear days' notice to be given to all members.

The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts.

Elections of officers are to take place at the AGM.

All senior members have a right to vote at the AGM.

The Management Committee has the right to call Extraordinary General Meetings (EGM's) outside the AGM. Procedures for EGM's will be the same as for the AGM.

Discipline and Appeals

All complaints regarding the behaviour of members should be submitted in writing to the Secretary.

The Management Committee will meet to hear complaints within 14 days of a complaint being lodged. The committee has the power to take appropriate discipline action including the termination of membership.

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 14 days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 14 days of the Secretary receiving the appeal.

The club requires that any unregistered or unlicensed coach, and as far as reasonably practicable players who use the club facilities, sign up to the LTA's Rules and Disciplinary code.

Dissolution

A resolution to dissolve the club can only be proposed at an AGM or EGM through a majority vote of the Management Committee and shall be passed only if carried by a majority of at least three-quarters of the Members present and voting.

In the event of dissolution, any assets of the club that remain will become the property of Willand Village Hall and Recreation Ground.

Amendments to the constitution

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

Declaration

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

SIGNED.....DATE.....

Name

Club Chairperson

SIGNED.....DATE.....

Name

Club Secretary