

WOKINGHAM TENNIS CLUB

CONSTITUTION

1. Name:-

Wokingham Tennis Club was formed in 1923. In more recent years Wokingham has incorporated Manor Tennis Club and in 2012 Woodley Lawn Tennis Club was also incorporated.

2. Objects:-

The club is formed to provide tennis courts and a clubhouse for, and to supply refreshments to, its members, and generally to encourage and facilitate the playing of tennis.

3. Numbers of Members:-

The club reserves the right to limit the membership numbers if necessary.

4. Eligibility for Membership:-

4.1 All Persons are eligible for full membership provided they are at least 18 years old.

4.2 Children below the age of 18 may be elected as junior members without the right to hold office or to vote at General Meetings.

5. Subscriptions:-

5.1 The club will publish membership categories as agreed each year at the Annual General Meeting.

5.2 The annual subscriptions for the next membership year shall be set at the AGM. The committee reserves the right to hold a subsequent EGM to amend annual subscriptions prior if needed. Any such EGM must also be held prior to the start of the next membership year.

6. Payment of Subscription:-

All annual subscriptions must be paid by 1st April in each year. Subject to a contrary decision by the committee, any member in default immediately ceases to be a member of the club.

7. Resignation of Membership:-

Any member may resign his membership by giving to the Honorary Secretary written notice of his intention to do so.

8. Conditions of Membership:-

Each member agrees as a condition of membership:

(a) To be bound and subject to the following rules (8.1 to 8.8).

(b) To be bound by and subject to the Rules and Disciplinary Code of The LTA (which is accessible on the LTA website).

8.1 If at any time the committee is of the opinion that the interests of the club so require, it may by letter or email invite any member to resign from the club within a time specified in the letter or email.

8.2 If the member does not resign, the question of his expulsion must be submitted to a Special General Meeting to be held within 3 weeks after the date specified in the letter or email as the date before which he is invited to resign.

8.3 The member whose expulsion is sought must be given notice of the meeting and of the grounds on which it is sought to expel him at least 1 week before the meeting.

8.4 At the meeting the member must be allowed to offer any explanation or defence that he thinks fit, either verbally or in writing.

8.5 If two-thirds of the members present and entitled to vote at the meeting vote for his expulsion, the member immediately ceases to be a member.

8.6 The voting on a question of expulsion must be by ballot if not less than 5 members present and entitled to vote so demand.

8.7 The committee may exclude the member from the clubhouse and club grounds until the Special General Meeting has been held.

8.8 If the above rules prove ineffective then the case will be referred to the **Lawn Tennis Association**.

9. Effect of Resignation or Expulsion

Any person ceasing to be a member forfeits all rights to, and claims upon, the club, its property and its funds, and he has no right to the return of any part of his subscription.

10. Management of the Club

The entire management of the club (except as otherwise provided by these rules) must be deputed to a committee consisting of a minimum of 8 members, including Chairman, Honorary Secretary and Honorary Treasurer.

11. Election of Committee:-

- 11.1 All members of the committee must retire at the Annual General Meeting, but each is eligible for re-election.
- 11.2 Any 2 members who are entitled to vote may propose any other member or members who is or are entitled to hold office by giving notice to the Honorary Secretary at least 10 days before the meeting.
- 11.3 If any notice of proposal is given, all members entitled to vote must be given notice of it at least 3 days before the meeting.
- 11.4 Every voting member is entitled to vote for as many candidates as there are vacancies to be filled.
- 11.5 In the event that the number of candidates exceeds the positions available, the candidates who receive most votes must be declared elected up to the number of vacancies, and, in the case of 2 or more candidates receiving an equal number of votes, the Chairman may have a casting vote.

12. Casual Vacancies:-

- 12.1 In the event of a vacancy on the committee, the committee may appoint any playing member of the club to fill the vacancy until the following Annual General Meeting.
- 12.2 The proceedings of the committee are not invalidated because there is less than the prescribed number of members.

13. President:-

- 13.1 The President of the club must be elected by the members in a General Meeting.
- 13.2 The President holds office until death or resignation or until they cease to be a member of the club unless they are removed from office by a resolution of the committee or the members in a General Meeting.

14. Trustees:-

- 14.1 The property of the club must be vested in two Trustees appointed at a General Meeting.
- 14.2 The Trustees must deal with the property as the committee from time to time directs by resolution (of which an entry in the minutes is to be conclusive evidence).
- 14.3 The Trustees will be indemnified against risk and expense out of the club property.
- 14.4 The Trustees will hold office until death or resignation or until removal from office by the committee.
- 14.5 Where by reason of death, resignation or removal it is necessary for a new Trustee or Trustees to be appointed, the committee may make the appointment or appointments on an interim basis, such decision to be fully considered by the next Annual General Meeting.
- 14.6 For the purpose of giving effect to such nomination the Chairman is now nominated as the person to appoint new Trustees of the club within the meaning of the Trustee Act 1925 Section 36, and he must appoint the person or persons appointed under 14.1 or 14.5 above.

15. Proceedings of the Committee:-

- 15.1 The committee must meet at least 6 times per annum to arrange the affairs of the club and to examine its accounts.
- 15.2 Notice of each meeting must be sent every committee member.
- 15.3 5 members form a quorum.
- 15.4 Minutes must be taken of all proceedings of the committee, and these minutes must be open to the inspection of any member of the club upon application to the committee.

16. Sub-Committees:-

- 16.1 The committee may from time to time as it considers necessary or expedient appoint sub-committees from among the club's membership and may depute or refer to them any of its powers and duties.
- 16.2 The sub-committees must periodically report their proceedings to the committee and must conduct their business in accordance with the directions of the committee.
- 16.3 If any member of a sub-committee ceases to be a member of the club, he automatically ceases to be a member of the sub-committee.

17. Annual General Meeting:-

- 17.1 The Annual General Meeting of the club will be held in February of each membership year on a date and at a time to be fixed by the committee.
- 17.2 The Annual General Meeting must:
 - 17.2.1 receive from the committee a report, audited balance sheet and statement of accounts for the preceding financial year;
 - 17.2.2 elect the committee;
 - 17.2.3 appoint an auditor (if a new appointment is needed); and
 - 17.2.3 decide on any resolution duly submitted to the meeting as provided below.

18. Members' Resolutions:-

Any member who wishes to move a resolution at the Annual General Meeting must give written notice of the resolution to the Honorary Secretary by 21 days preceding the meeting.

19. Extraordinary General Meetings:-

An Extraordinary General Meeting may be called at any time by the committee or by a group comprising 25% of the voting membership provided a minimum of 7 days notice is given to the membership.

20. Notice of Annual General Meetings:-

- 20.1 The Honorary Secretary must send notice of the Annual General Meeting and of the business to be transacted at the meeting to every member and must post it prominently in one of the principal club rooms at least 14 days before the meeting.
- 20.2 No business may be brought forward at a General Meeting other than that of which notice has been given.

21. Conduct of General Meetings:-

- 21.1 At all General Meetings the Chairman or, in his absence, a member selected by the meeting, must take the chair.
- 21.2 Every member present and entitled to vote may have one vote upon every motion and in the case of equality of votes the Chairman may have a casting vote.
- 21.3 Members may appoint the Chairman or another member of the committee as their proxy on any resolutions proposed.

22. Quorums:-

The quorums at all General Meetings are as follows:

- 22.1 For motions proposing any repeal or amendment of the Club Constitution, 8 members,
- 22.2 For all other business, 5 members.

23. Financial Year:-

The financial year of the club ends on the last day of September in each year, to which day the accounts of the club must be balanced.

24. Refreshment Charges:-

The charges for refreshments must be fixed by the committee.

25. Profits or Emoluments for Members:-

No member may receive any profit or emoluments from the funds or transactions of the club except for professional services rendered at the request of the committee.

- 26. Visitors:-**
Every Adult member may introduce visitors subject to the rules made from time to time by the committee.
- 27. Gaming:-**
Save for the provision of gaming machines or other games or lotteries permitted by law and approved by the committee, the clubhouse may not be used for gambling or the playing of any games of chance.
- 28. Amendment of Constitution:-**
28.1 This constitution may be added to, repealed or amended by resolution at any Annual General Meeting.
28.2 A resolution to alter the constitution must be passed by a majority of at least two-thirds of the members voting on it.
- 29. Courts, Competitions etc:-**
29.1 The committee may make whatever arrangements for hiring of courts are required on any occasion, and may impose a charge for:
29.1.1 admission of, or use of courts by, non-members; and
29.1.2 reservation of courts if in its absolute discretion it thinks proper.
29.2 The committee may also make arrangements for holding matches, tournaments or other like competitions and provide cups and other prizes for such competitions.
- 30. Borrowing**
30.1 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.
30.2 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.
30.3 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.
- 31. Notices and Members' Addresses:-**
31.1 Any notice these rules require to be given or sent to a member is deemed to have been duly given or sent on the next working day after it is posted to the member's postal address or emailed to the email of the member appearing on the club's membership list.
31.2 Every member must immediately give to the Honorary Secretary or Membership Secretary written notice of any change in their address or email.