

# **THE SOUTHWARK CITY TENNIS CLUB CONSTITUTION**

## **1. TITLE**

- 1.1 The Club shall be called THE SOUTHWARK CITY TENNIS CLUB, hereafter to be referred to as “the Club” and shall be affiliated to the Lawn Tennis Association of England and Wales.

## **2. OBJECTS**

- 2.1 To foster and promote the sport of tennis from time to time at all levels, providing opportunities for recreation and competition to all children & residents or using the public playing facilities in the London Borough of Southwark.
- 2.2 To provide tennis equipment, training sessions, form competitive teams, arrange matches and tournaments, give advice to residents and participants from the local community. Members of the local community are to be encouraged to assist in the organisation of coaching and events.

## **3. MEMBERSHIP**

- 3.1 Membership of the Club shall be open to any person completing a membership application form and paying the relevant subscription/joining fee as determined, initially by a meeting of the Officers of the Club and thereafter by the Annual General Meeting of the Club Members.
- 3.2 There shall be, initially three classes of membership available. These are:
- 3.2.1 Full Adult Member
- 3.2.2 Junior Member (Under 18 years of age)
- 3.2.3 Corporate/Organisation Member;
- 3.3 Additional classes of membership can be determined at any time by a meeting of the Officers of the Club.

## **4. OFFICERS**

- 4.1 The Officers of the Club shall initially be as follows:  
Chairman – Ian Greenidge    Treasurer – Steve Downes    Secretary – Julian Jones

## **5. ELECTION OF OFFICERS**

- 5.1 All Officers shall be elected at the Annual General Meeting of the Club, from and by, the Members of the Club.
- 5.2 All Officers are elected for a minimum period of one year, but may be re-elected to the same office or another office the following year.

## **6. GENERAL COMMITTEE**

- 6.1 The affairs of the Club shall be controlled by a General Committee comprising of the Officers of the Club. The General Committee shall meet at agreed intervals and not less than four times per year.
- 6.2 The duties of the General Committee shall be:
- 6.2.1 To control the affairs of the Club shall be:
- 6.2.2 To keep accurate accounts of the finances of the Club through the Treasurer. These should be available for reasonable inspection by Members and should be audited before every Annual General Meeting. The Club shall maintain a bank current account and the following Officers shall be authorised to sign Club cheques: two from the Chairperson; Treasurer and Secretary.
- 6.2.3 To co-opt additional members onto the Committee as the Committee feels this is necessary. Co-opted members shall be entitled to a vote on the Committee.
- 6.2.4 To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairperson shall be entitled to an additional casting vote.

## **7. GENERAL MEETINGS**

- 7.1 The Annual General Meeting of the Club shall be held not later than the end of November each year. 21 clear days written notice shall be given to Members of the Annual General Meeting by circulating copy of the notice to every member at their home address and posting the notice on the Club notice board. Members must advise the Secretary in writing of any business to be moved at the Annual General Meeting at least 14 days before a meeting. The Secretary shall circulate or give notice of the agenda for the meeting to members not less than 7 days before the meeting.
- 7.2 The business of the Annual General Meeting shall be to:

- 7.2.1 Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting.
- 7.2.2 Receive the audited accounts for the year from the Treasurer.
- 7.2.3 Receive the annual report of the Committee from the Secretary.
- 7.2.4 Elect an auditor.
- 7.2.5 Elect the Officers of the Club (i.e. President; Chairperson; Secretary; Treasurer and other General Committee Members).
- 7.2.6 Review Club subscription rates in consultation with Southwark Sports Development team and agree them for the forthcoming year.
- 7.2.7 Transact such other business received in writing by the Secretary from Members [14] days prior to the meeting and included on the agenda.

NOTE: The agenda could provide for “Any Other Business “ but Members should be encouraged to refer other items to the General Committee and give the required notice for important Annual General Meeting business.

- 7.3 Special General Meetings may be convened by the General Committee or on receipt by the Secretary of a request in writing from not less than [number] Full Members of the Club. At least 21 days notice of the meetings shall be given.
- 7.4 Nomination of candidates for election of Officers shall be made in writing to the Secretary at least 14 days in advance of the Annual General Meeting date. Nominations can only be made by Full Members and must be seconded by another Full Member.
- 7.5 At all General Meetings, the chair will be taken by the Chairperson or, in their absence, by a deputy appointed by the Club or by Full Members attending the meeting.
- 7.6 Decisions made at a General Meeting shall be by a simple majority of votes from all Members attending the meeting. In the event of equal votes, the Chairperson shall be entitled to an additional casting vote.
- 7.7 A quorum for a General Meeting shall be 3 Full Members and 2 Officers of the Club including 2 from the Chairperson; Secretary and Treasurer.
- 7.8 Each Full Member of the Club shall be entitled to one vote at General Meetings.

## 8. ALTERATIONS TO THE CONSTITUTION

- 8.1 Any proposed alterations to the Club Constitution may only be considered at an Annual or Special General Meeting, convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a Full Member of the Club, and seconded by another Full Member. Such alterations shall be passed if supported by not less than two-thirds of those Full Members present at the meeting, assuming that a quorum has been achieved.

## 9. DISSOLUTION

- 9.1 If at any General Meeting of the Club, a resolution be passed calling for the dissolution of the Club, the Secretary shall immediately convene a Special General Meeting of the Club to be held not less than one month thereafter to discuss and vote on the resolution.
- 9.2 If at that Special General Meeting, the resolution is carried by at least two-thirds of the Full Members present at the meeting, the General Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Club and discharge all debts and liabilities of the Club.
- 9.3 After discharging all debts and liabilities of the Club, the remaining assets shall not be paid or distributed amongst the Full Members of the Club, but shall be given or transferred to some other voluntary organisation having objects similar to those of the Club.

## 10. RIGHT OF APPEAL

- 10.1 Members will have the right of appeal, which will be made to the Executive Officers in the first instance, and then to the Annual General Meeting.

This constitution was adopted on the date mentioned above by the persons whose signatures appear at the bottom of this document.

Signed on behalf of the Management Committee.			<b>Current Executive</b>	<b>Position</b>	<b>Start date</b>
Signed	<i>Julian Jones</i>	Date 20/1/05	Kate Gifford	Chair	25/9/06
Signed	<i>Steve Downes</i>	Date 20/1/05	Pat Balogun	Treasurer	Aug 05
Signed	<i>Ian Greenidge</i>	Date 20/1/05	Tom Ulicsak	Secretary	11/01/05