

Kidderminster Tennis Club Constitution

TITLE

1. The Club shall be called the Kidderminster Tennis Club. The Club shall be registered with the Lawn Tennis Association and the Herefordshire and Worcestershire Lawn Tennis Association.

OBJECTS

2. The aims and objects of the Club shall be to encourage and foster participation in the sport of tennis in all its forms. All profits shall be reinvested in the Club. Kidderminster Tennis Club

RULES:

MEMBERSHIP

3. Anyone wishing to become a member of the Club shall send to the Secretary or Treasurer an application, (on a form provided by the Club), containing name, address and occupation, signed by a proposer and seconder, (both of whom must be a member of the Club and one of whom must be a member of the Committee).

The Secretary shall cause those particulars to be exhibited prominently in the Clubhouse in a part frequented by the members for a period of at least two days before election of the applicant as member.

The entrance fee, (if any), and subscription for the current year must accompany the application and shall be returned in the case of non-election.

4. All new members shall be elected by the Committee. The election shall be by ballot. No rejected candidate may be proposed again during the same season.

The Club shall be committed to eliminate discrimination by reason of age, gender, sexual orientation, race, nationality, ethnic origin, creed, colour, disability, political or other beliefs and to encourage equal opportunities.

5. There shall be 5 types of membership:

ADULT MEMBERS must be over 18 years of age on 1 April of the current season.

JUNIOR MEMBERS must be under 18 years of age on 1 April of the current season.

STUDENT MEMBERS must be in Full Time Education.

SENIOR CITIZEN MEMBERS must be over 60 years of age on 1 April of the current season.

FAMILY MEMBERS up to 2 adults and 2 juniors, (additional junior members shall pay the junior fee).

6. No person shall be considered a member of the Club or enjoy any of its privileges until he or she has been duly elected and has agreed to conform to the Rules and Bye-laws of the Club and to pay all subscriptions payments and contributions due from him or her.

The rules of the Club and the terms of the lease between Kidderminster

Tennis Club and Wyre Forest District Council shall be complied with by all members.

RESIGNATIONS

7. Any member wishing to resign shall send his or her resignation in writing to the Secretary before 1 April otherwise he or she shall be liable for the current year's subscription.

CONDUCT

8. The Committee shall have the right to expel any member who is or has been guilty of conduct prejudicial to the best interests of the Club, (or Junior Club). A decision to expel any member shall be made only at a special Committee Meeting attended by not less than 6 Committee Members. The member concerned shall be notified in writing not less than 10 days before the date of the meeting and shall be entitled to be present at the meeting to defend his or her conduct. The decision of the Committee shall be final and no explanation shall be given to any persons other than the member concerned.

The Club shall aim to promote accord and prevent disagreements, as they arise, to encourage members to reach a smooth solution. If this does not occur, complaints shall be dealt with in accordance to the Club's procedure as outlined in the Clubmark policy document.

VISITORS

9. A visitor introduced by a member may not introduce more than 2 visitors on any occasion. The member introducing each visitor shall be responsible for the payment of such visitor's fees as shall have been determined by the Committee. A Visitor's Book shall be kept in the Clubhouse and the amount of such visitor's fees shall be clearly indicated therein. Any members introducing a visitor shall, (before the visitor plays), enter in the book his or her own name, the name of the visitor and the amount due for the visitor's fee. No individual may play at the Club as a visitor on more than 3 occasions during the year.

SUBSCRIPTIONS

10. An annual subscription shall be paid by each member. The equivalent of one half of the annual subscription shall be paid by each committee member. The amount of such subscription shall be determined by the previous Annual General Meeting. Proposals to alter subscriptions shall be posted on the Committee Notice Board in the Clubhouse 7 days prior to the AGM.

11. New members joining the Club for the first time may in addition be called upon to pay an Entrance Fee, the amount of which shall be determined by the previous Annual General Meeting.

12. Subscriptions are due on the 1 April of each year and if any member's subscription be in arrears for 2 months after the due date he or she shall cease to be a member of the Club. (In the case of extreme hardship the committee may change this rule). A penalty shall be determined by the previous Annual General Meeting and shall be imposed in the event of a member's subscription being in arrears on 30 April.

GOVERNMENT & FINANCIAL

13. The Committee shall have the power to borrow money on behalf of the Club for routine purposes.

14. Members over the age of 18 years shall be entitled to vote at General Meetings and shall have one vote each on any question save in the case of the Chairman of a meeting. Only such members shall be eligible to be elected as Officers of the Club or as ordinary members of the Committee except in the case of the junior representative.

Juniors shall be classed as under 18 years old and shall not have the right to vote at General Meetings or to hold office.

15. The President of the Club shall be elected at the Annual General Meeting and shall hold office for 12 months. The person elected as the President shall be allowed to stand on the Committee, if elected, as a Committee Member in any capacity. The Officers of the Club shall be elected at the Annual General Meeting and shall hold office for 12 months – they shall be a Chairman, Treasurer and Secretary.

The affairs of the Club shall be managed by a Committee which shall consist of: (a) The Officers of the Club as ex-officio members and (b) Up to 5 ordinary Committee Members who shall be elected at the Annual General Meeting. One of the 5 shall be a junior representative elected by the junior members of the Club.

Nominations for the positions of President, Officers and General Committee Members shall be given in writing to the Secretary no later than 7 days prior to the Annual General Meeting.

16. In the event of a vacancy caused by the retirement or otherwise of any Officer or member of the Committee before the expiration of his or her term of office, the vacancy may be filled by the Committee.

17. Bye-laws shall be made by the Committee at their discretion and shall be posted on the Committee Notice Board. Such Bye-laws shall be binding on all members.

18. Should any questions arise not provided for in the Rules or Bye-laws the same shall be referred to the Committee whose decision shall be final and binding on all parties.

19. The Committee shall have power to appoint Sub-Committees at its discretion and, if thought fit, to place on any Sub-Committee any member or members of the Club.

20. The Committee shall have power to make, alter or repeal Bye-laws but this shall not apply to the Rules and no new Rule shall be made nor shall any existing Rule be amended, altered or rescinded without the consent of a majority of the voting members present at a General Meeting and then only if 7 days notice of such proposed addition, amendment or alteration shall have been given in writing to the Secretary and 7 days notice thereof posted on the Committee Notice Board in the Clubhouse.

21. Exceptional expenditure shall require the authority of the Committee. Routine payments may be made at the discretion of the Treasurer and/or the Secretary.

MEETINGS

22. At a General Meeting, 12 members and at a Committee Meeting, 4 members shall form a quorum.

23. At all meetings a simple majority shall carry. The Chairman shall have a casting vote in the event of a tie.

24. There shall be a General Meeting of the Club at least once in every year.

25. The Annual General Meeting of the Club shall be held before 31 December each year at such time and in such place as may be selected by the Committee for the transaction of the following business:

- a) To receive the Annual Report and Accounts
- b) To elect Officers
- c) To elect Members of the Committee
- d) To elect an Auditor
- e) To determine Subscription rates and Entrance fees for the coming season
- f) Such special business of which 14-day notice shall have been posted on the Committee Notice Board in the Clubhouse.

26. Extraordinary General Meetings of the Club may be called at the discretion of the Committee.

27. An Extraordinary General Meeting shall be held at the written request of one-fifth of the members or 10 members whichever is the less and the business to be transacted at such meetings shall be stated on a circular convening the meeting. All expenses attendant upon the calling and holding of such Special General Meeting shall be defrayed by those members signing the requisition unless it is decided to the contrary at such meeting.

28. Reasonable notice shall be given for an Extraordinary General Meeting but such notice shall not be less than 5 days notice.

MISCELLANEOUS

29. The Secretary shall post a copy of the Rules and Bye-laws in the Clubhouse together with a list of Entrance Fees and Subscriptions approved at the previous Annual General Meeting.

The Secretary shall record Minutes of all Committee and General Meetings.

30. Accounts shall be kept by the Treasurer and shall be audited each year by the Club Auditor and a statement of accounts shall be posted on the Committee Notice Board in the Clubhouse at least 5 days prior to the Annual General Meeting. For the purposes of the accounts the Club's financial year shall end on 30 September.

31. The club will maintain a strong link with Kidderminster Youth House and its facilities with emphasis on encouraging young people to be involved in our activities.

DISSOLUTION OF THE CLUB

32. The Club shall be wound up only by the sanction of two-thirds of the Members present, (and entitled to vote), at a special meeting called for the purpose and at which meeting at least 21 days notice shall be given. In the event of dissolution after the discharge of all the Clubs liabilities, the residue of funds and assets shall be given or transferred to other voluntary organisations who have objects similar to those of the Club. Preference being given to local tennis clubs and sports development in general. (Original being: 'Rules 1996')