

CONSTITUTION

Hawarden Community Tennis Club and its members are bound by a written constitution, which can be amended as required by the current members of the management committee.

The title of the club shall be called Hawarden Community Tennis Club (hereinafter called the Club).
The club shall be affiliated to Tennis Wales.
The Officers of the Club shall be Chairperson, Secretary, Treasurer and Safeguarding Officer.
The Club committee shall consist of the Chairperson, Secretary, Treasurer and Safeguarding Officer (3-4 in all).
The committee shall manage the Club on behalf of the members and any interpretation of the constitution shall be vested in the committee.

AIMS AND OBJECTIVES

The aims and objectives of the Club shall be:

- To promote and further the interests of tennis within the community and surrounding area.
- To develop the talents of young tennis players by providing coaching facilities and competition opportunities.
- Consistent with the furthering of equal opportunities for all groups within the sport, irrespective of gender, ethnic origin, religious or political belief or any kind of physical or mental disability.

MEMBERSHIP AND MEMBERSHIP FEES

Membership of the Club shall be open to everyone subject to that member agreeing to abide by the constitution of the Club and the rulings of the Club's committee.

Membership shall be defined as anyone who has paid a subscription to the Club.

Membership of the Club shall be open and not unreasonably restricted (on the grounds of sex, race or of political, religious or other opinions) to any person who is prepared to accept and support the objectives of the Club.

Members aged 18 years and under shall be considered as junior members and shall be entitled to a representative on the committee.

All members must abide by the constitution of the Club and the rulings of the committee.

Membership fees shall be in accordance with the decision of the A.G.M. and shall be paid before the 1st of April each year.

Visitors to the Club shall be encouraged to use the courts for a fee that shall be determined at the A.G.M.

FINANCE

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

The Club Treasurer shall be responsible for the finances of the Club and shall ensure that proper accounts are kept of all sums of money received and paid out by the Club.

The financial year of the Club ends on 30th September.

The Club Treasurer will prepare an annual statement of accounts up to and including this date, which shall be checked by the Chairman and presented at the A.G.M. of the Club.

The funds of the Club shall be lodged at a bank or building society in an account in the name of the Club and all cheques, drafts etc. drawn on these accounts shall be signed by any two of the following officers: Chairperson/Treasurer/Secretary plus any one other member of the committee as appointed by the committee.

MEETINGS AND VOTING PROCEDURES

The A.G.M. of the Club shall be held annually during the months of September/October/November when the officers and committee shall be elected for the ensuing year.

The Secretary of the Club shall give no less than 14 days notice of this meeting.

All officers shall be elected annually at the A.G.M. of the Club whereupon existing officers and committee members may stand for re-election. The committee shall have authority to fill vacant posts on the committee from its existing members. Four members of the committee shall form a quorum.

The A.G.M. shall elect such officers of the Club as it may from time to time determine and the Secretary shall receive nominations for officers not less than 7 days prior to the A.G.M. Nominations shall only be accepted from persons eligible to vote at the A.G.M.

The committee shall have the power to call an Extraordinary General Meeting by decision of a simple majority of its members whereby the objective of the meeting shall be stated.

Each senior member shall be entitled to one vote.

All members shall be entitled to vote at general meetings of the Club and shall have equal voting rights.

Each member of the committee shall have an equal vote with the exception of the Chairperson who shall have a second casting vote.

A simple majority, except where the motion is a constitutional amendment, which shall require a two-thirds majority, shall carry the motion.

In addition to the A.G.M. there shall be a minimum of four meetings held throughout the year.

PROPERTY AND STAFF

Responsibility for all property owned or leased by the Club, and for the employment of paid staff and volunteers, rests with the committee.

The Club shall not be responsible for any loss of, or damage to, personal property or any personal injury on Club premises or elsewhere howsoever caused.

DISCIPLINE AND APPEALS

The Executive Committee shall have the power to take appropriate disciplinary action against any members and shall have the authority to terminate the membership of any member guilty of conduct deemed to be to the detriment of the Club.

There shall be a right of appeal to the Executive Committee or an Appeal Committee, set up by it to act on its behalf, against any decision made by an officer of the Club.

The appeal should normally be considered within 14 days of it being received by the Secretary.

REVIEW OF THE CONSTITUTION

This constitution shall be reviewed annually at the A.G.M. Amendments to the constitution shall only be agreed at the A.G.M. or at an Extraordinary General Meeting.

DISSOLUTION PROCEDURES

The Club may be wound up on a resolution of the members, passed by a two-thirds majority at a special meeting convened for that purpose, upon the request of 10 members of the Club. At least 14 days notice of the meeting shall have been sent to all members of the Club.