

DEAN LAWN TENNIS AND SQUASH CLUB

CONSTITUTION

Approved: 07 March 2024

1. Name

The Club, originally founded in 1884 as the Dean Lawn Tennis Club, is called "The Dean Lawn Tennis and Squash Club", hereafter referred to as "the Club".

2. Purpose

The Club is a not for profit organisation. The purpose of the Club is:

- (a) principally to provide facilities for and generally to promote, encourage and facilitate the playing of tennis, squash and racketball amongst the community;
- (b) to provide and maintain Club premises at Lennox Street and club-owned equipment for the use of its members;
- (c) to provide coaching opportunities, to organise competitions within the Club, to support members and teams of members participating in local and national leagues, and to foster social playing opportunities;
- (d) to promote and support social activities for members and their guests;
- (e) to do all such other things as the Management Committee thinks fit to further the interests of the Club, to advance and safeguard the interests of tennis, squash and racketball, to promote increases in participation at all levels in tennis, squash and racketball.

3. Affiliation

The Club shall seek and maintain affiliation to national associations for tennis, squash and racketball as appropriate, and shall adopt and conform to the Rules of these organisations in so far as they can apply.

4. Membership

4.1 *Eligibility for membership*

- 4.1.1 No person shall be denied membership of the Club on the grounds of playing ability, race, ethnic origin, creed, colour, disability, sex, occupation, sexual orientation, religion, political or other beliefs.
- 4.1.2 Persons below the age of 18 may be elected as members but without the right to hold office or vote at general meetings.
- 4.1.3 The number of members may be subject to a limit set by the Committee.

4.2 *Admission of Members*

Applications for membership shall be made to the Secretary or a Membership Secretary appointed by the Committee and may be referred to the Management Committee for decision in exceptional cases. The Management Committee, may decline to admit a candidate to membership of the Club if, in the opinion of the Management Committee, to do so would be contrary to the best interests of the sport or the good conduct and interests of the Club.

4.3 *Conditions of membership*

The Committee shall have the power to suspend or terminate the membership of any member or to exclude any member or visitor whom it considers guilty of a breach of the Club's rules or of misconduct, disruptive or offensive behaviour to any other member, visitor or employee on the Club premises.

4.4 *Classes of Members*

4.4.1 There shall be a range of membership categories, including senior and junior, as defined by the Management Committee. The Management Committee (or representative of) will determine the appropriate category of membership on receipt of any application.

4.4.2 The committee reserves the right to propose Honorary membership for any member of the club due to exceptional service to the club, to tennis or squash, or to society in general. Such a proposal must be submitted as an agenda item for an AGM and agreed by the membership. Appointment as Honorary Member shall be for life.

4.4.3 All members except junior members, and non-playing members on playing matters, shall be entitled to receive notice of, attend and vote at General Meetings.

4.5 *Subscriptions*

4.5.1 An annual subscription will apply for all classes of member, save for those who have been granted honorary membership. The membership year shall run from 1st April to the 31st March, except in particular circumstances, as agreed by the committee.

4.5.2 The Committee shall propose a new annual subscription rate for each class of membership for consideration and agreement at the Annual General Meeting. The agreed fee and rates shall apply to the following membership year.

4.5.3 The Committee shall have the power to apply reduced rates of subscription for members joining part way through the subscription year.

4.5.4 The Management Committee may require payment of an entry fee for new members.

5. Resignation

- 5.1 Any member whose entrance fee or subscription is not paid by such date as the Management Committee shall decide, shall be deemed to have resigned his membership of the Club.
- 5.2 Membership shall not be transferable in any event and shall cease immediately on death, or dissolution of the club, or on the failure of the member to comply or to continue to comply with any condition of membership set out in the Club Rules.
- 5.3 On resignation, the member must return all club property (including keys) and remove their own property from the club.

6. Expulsion

- 6.1 Subject to the remaining Expulsion provisions, the Management Committee shall have power to refuse membership or expel a member only for good and sufficient cause, such as failure to pay annual subscription; conduct or character likely to bring the Club into disrepute; damage to Club property; behaviour likely to endanger the health and safety of himself or others.
- 6.2 A member shall not be expelled unless he is given 14 days' written notice of the meeting of the Management Committee at which his expulsion shall be considered and written details of the complaint made against him.
- 6.3 The member, or in the case of a junior member, a parent/guardian of the member, shall be given an opportunity to appear before the Management Committee to answer complaints made against him. The member must not be expelled unless at least two-thirds of the Management Committee then present vote in favour of his expulsion.
- 6.4 The Management Committee may exclude the member from the Club's premises until the meeting considering his expulsion is held.
- 6.5 On expulsion, the member must return all club property (including keys) and remove their own property from the club.

7. The Management Committee

- 7.1 The management of the Club shall be in the entire control of a Committee including up to four Officers, who shall be ex-officio members of the Management Committee and shall be a President, Vice-President (optional), Secretary and Treasurer. The Chairman of the Committee shall normally be the President or, in his absence, the Vice-President.
- 7.2 The posts of President and Vice-President may not be combined with those of Secretary or Treasurer but the posts of Secretary and Treasurer may be held by the same person.
- 7.3 All Committee members shall be elected at an Annual General Meeting, except that the Committee shall have power to co-opt up to four additional members during any membership year. Co-opted members must be approved at the next available Annual General Meeting if they are to continue to serve beyond the end of the membership year in which they joined the Committee.
- 7.4 The President of the Management Committee shall serve in that post for a period of two years, but shall be eligible for immediate re-election to the post for one subsequent two

year period. Following this period, he may be re-elected to the Management Committee as an ordinary member, but may not stand again for President until the expiry of two years after he demits office.

- 7.5 The Vice-President (if elected) shall normally subsequently serve as President when this post becomes available. Only if the Vice-President does not wish to stand as President, may another candidate be elected as President.
- 7.6 The remaining Officers and members of the Management Committee may be elected to serve for up to four years. They will be eligible for immediate re-election for a further period of up to 4 years, after which they must stand down for a minimum period of four years.
- 7.7 If there is only one eligible candidate nominated to fill any particular vacancy, that candidate shall be declared elected unopposed for that particular vacancy. If there is more than one candidate for any particular vacancy there shall be an election at the General Meeting for that position. In the event of a tie, the candidate to be elected shall (unless the candidates otherwise agree) be determined by lot.
- 7.8 The members of the Management Committee may delegate any of the powers that are conferred on them by these rules to such person, or committee, by such means (including power of attorney), to such extent, in relation to such matters and on such terms and conditions as they think fit. If the members of the Management Committee specify, any such delegation may authorise further delegation of members' powers. The members of the Management Committee may revoke any delegation or alter its terms and conditions.
- 7.9 A member of the Management Committee shall be deemed to have vacated office if he resigns from the Club or if he, without good cause, does not attend at least 50 per cent of the meetings of this committee during any one year.

8. Proceedings of the Management Committee

- 8.1 Management Committee meetings shall be held as often as the Management Committee thinks fit provided that there shall not be less than four meetings each year. The quorum for such meetings shall be at least half of its full membership. The Secretary shall give all the members of the Management Committee not less than 14 days' notice of a meeting.
- 8.2 The President shall be the Chairman of all Management Committee meetings, unless he is unable to attend, upon which the remaining members of the Committee present shall decide among themselves who shall chair the meeting.
- 8.3 Decisions of the Management Committee shall be made by a simple majority and in the event of an equality of votes the Chairman of the meeting shall have a casting or additional vote. A summary of the Management Committee meetings will be made available to members.
- 8.4 The Management Committee shall be responsible for the management of the Club and shall have the sole right of appointing and determining the terms and conditions of service of employees of the Club. The Management Committee shall have power to enter into contracts for the purposes of the Club on behalf of all the members.
- 8.5 The Committee shall from time to time, make and revise the Club's rules, develop and maintain the club facilities, appoint from among its number such sub-committees as

considered necessary for specific purposes, enter teams in recognised leagues and appoint Team Captains and shall have power to decide any matter not provided for by the Constitution and the current rules.

8.6 If in the discharge of his duties any member of the Management Committee incurs or will incur, in good faith, costs, liabilities or expenses, those costs, liabilities or expenses shall be reimbursed to the committee member. The foregoing would equally apply to any employee or agent of the club who acted in accordance with the instructions of the Management Committee.

9. Annual General Meeting

9.1 The Annual General Meeting (AGM) of the Club shall be held each year in the month of March. The Chairman shall be the President or, in his absence, the Vice-President. The following business will be undertaken:

- (a) receipt of the President's report of the activities of the Club during the previous year;
- (b) receipt and consideration of the accounts of the Club for the previous year, and the Treasurer's report as to the financial position of the Club;
- (c) election/re-election of Officers and other members of the Management Committee;
- (d) confirmation of the minutes of the previous AGM;
- (e) consideration of any other matters which the Management Committee desires to bring before the membership;
- (f) consideration of any resolution which may be duly submitted by any member 14 days prior to the AGM, to allow sufficient time for it to be considered on the agenda. Consideration of any matters not so advised is at the discretion of the Chairman.

9.2 The quorum for the AGM shall be 10 members entitled to vote. Every senior member who is eligible shall be entitled to be present and to speak at any general meeting and to vote. There shall be no right for a member to vote by proxy. No person may represent more than one member. In the event of an equality of votes the Chairman shall have a second or casting vote. Only members of the club may attend the AGM, unless specifically invited by the Management Committee.

9.3 The Management Committee shall provide every member at least three weeks' notice of an AGM, together with a copy of the Agenda and any other relevant papers.

9.4 The Secretary, or in his absence a member of the Management Committee, shall take minutes at the AGM, for future publication by a method to be decided by the Management Committee.

10. Extraordinary general meetings

10.1 An extraordinary general meeting (EGM) may be called at any time by the Management Committee at their discretion. An EGM may also be called within one month of receipt

by the Secretary of a requisition in writing signed by not less than twenty members, stating the purposes for which the meeting is required and the resolution(s) proposed. The Chairman shall be the President or, in his absence, the Vice-President.

- 10.2 The quorum for the EGM shall be twenty members entitled to vote. Every senior member who is eligible shall be entitled to be present and to speak at any general meeting and to vote. There shall be no right for a member to vote by proxy. No person may represent more than one member. In the event of an equality of votes the Chairman shall have a second or casting vote. Only members of the club may attend the EGM, unless specifically invited by the Management Committee.
- 10.3 The Secretary, or in his absence a member of the Management Committee, shall take minutes at the EGM, for future publication by a method to be decided by the Management Committee.

11. Guests

Personal guests may be introduced by any member to attend social functions or to play racket sports according to rules established by the Management Committee.

12. Use of Facilities

The Committee shall determine Rules for the use of Club facilities by all players, coaches and other persons. All of the above will be required, as a condition of such use, to agree to be bound by and subject to these rules.

13. Finance

- 13.1 In no circumstances during the continuance of the Club, nor at or after its dissolution, shall any assets or surplus funds be distributed to any member or other person nor to any organisation which is itself either not constituted as non-profit making or a charity.
- 13.2 No member shall be paid a salary, bonus, fee or other remuneration for playing for the Club.
- 13.3 All moneys payable to the Club shall be deposited in a bank account in the name of the Club. Any moneys not required for immediate use may be invested as the Management Committee thinks fit.
- 13.4 The Management Committee shall have power to authorise the payment of remuneration and expenses to any officer, member of the Management Committee, member or employee of the Club and to any other person or persons for services rendered to the Club. Payments made from the Club's bank account will be under the control of the Treasurer, President or Vice-President.
- 13.5 The financial year of the Club shall be from 01 February to 31 January. Full accounts of the financial affairs of the Club shall be prepared each year. The accounts must be made available to every member when notice concerning the AGM is given.
- 13.6 Where it is reasonably possible to do so, the annual accounts will be inspected by a person independent of the management committee, who has appropriate knowledge of cash flow procedures. Any concerns arising will be discussed with the committee and relevant actions agreed, and reported to the membership.

14. Borrowing

The Committee shall have the power to borrow money for capital projects up to a limit of twice the average subscription income for the three preceding years. When so borrowing the Management Committee shall have power to raise in any way any sum or sums of money and to raise the repayment of any sum or sums of money in such manner on such terms and conditions as it thinks fit provided that in the event that the repayment of any sum or sums is to be secured (in particular by mortgage of or charge upon, or by the issue of debentures charged upon all or any part of the property of the Club) the grant of such security must be approved by the Club at a general meeting.

15. Legal Proceedings

The Club shall have the full power and authority in all questions between it and any of its members or any third party, to sue and be sued in the name of the President, Secretary and Treasurer, who shall be bound to inform and consult the Committee on the issue in question. No member of the Club, or any other party, shall in any action or suit raised against or by the Club, be entitled to object to or impugn such instance; and every person who shall hereafter become a member of the Club shall be held to have agreed to this paragraph and to have waived any objection competent to him thereanent, or to the sufficiency of such instance.

16. Dissolution

The Club shall be dissolved on the passing of a resolution to that effect at a General Meeting after due notice, by at least three quarters of those present and voting. On the passing of such a resolution the Management Committee shall wind up the affairs of the Club and shall give general directions as to the disposal of any assets, within the scope of paragraph 13.

16. Alteration of the Constitution

Changes to this Constitution can only be made at an Annual General Meeting or Extraordinary General Meeting provided that the resolution is carried by a majority of the members present and voting.

Appendix

Words denoting the singular number include the plural number and vice versa; words denoting the masculine gender include the feminine gender; and words denoting persons include bodies corporate (however incorporated) and unincorporated, including unincorporated associations of persons and partnerships.