

## Chalfont St. Giles Tennis Club Constitution

	<b>Name</b>	<b>Signature</b>	<b>Date</b>
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## Chalfont St. Giles Tennis Club Constitution

TITLE The Club shall be called the Chalfont St. Giles Tennis Club

OBJECT To promote and encourage the game of lawn tennis

### MEMBERSHIP AND FEES

Membership shall be open to all, irrespective of age, gender, disability, race, ethnic origin, creed, colour, social status or sexual orientation. Special rates will apply to Juniors and Students (under 18 or under 25 in full time education). Fees shall be approved by the Management Committee. Fees must be paid in advance by 30th April. Candidates for membership shall be considered by the Management Committee, which shall, in its absolute discretion, decide whether to admit that candidate as a Member. A person shall not be entitled to any privileges of the Club until two days have passed since their application for membership was submitted. If the membership application is successful, the member will be issued with a Welcome Pack. Unsuccessful membership applicants will be notified of the decision and refunded any fees, where applicable. Any member in arrears by more than one month shall cease to enjoy the privileges of the Club so long as they remain in arrears.

It shall be within the competence of the Committee to nominate individuals as Honorary Life Members. There may not be more than five such members at any one time.

### CONDITIONS OF MEMBERSHIP

Each member agrees as a condition of membership to be bound by and subject to the Constitution and the rules of the club as posted on the club website:  
[csgtennisclub.com/TheTeam](http://csgtennisclub.com/TheTeam)

### MEMBERSHIP CANCELLATION

The Committee shall have the power to suspend or cancel the membership of any member whose conduct is reasonably considered to be contrary to the best interests of the Club. Any such decision will be taken following completion of a disciplinary process which has given the member the opportunity to answer the complaint against them.

Membership suspension or cancellation must not occur unless at least two thirds of the committee members then present vote in favour of the suspension or cancellation.

The committee may exclude the member from club premises from the initial complaint notification until such time as the matter is finally decided.

Any person whose membership is cancelled forfeits all right to and claim upon the club, its property and its funds; they have no right to enter club premises as a member or guest, or to the return of any part of their subscription.

### ADMINISTRATION

The club will be administered by a Committee elected at the Annual General Meeting. The number of committee members may be varied. Sub-committees (e.g.

Social and Playing) may be formed by the Committee from Committee members. The Club shall be affiliated to the Lawn Tennis Association. The Club shall be registered as a Community Amateur Sports Club.

### GENERAL MEETINGS

An Annual General Meeting shall be held each year in November with at least 14 days notice given to members. An Extraordinary General Meeting shall be held at the direction of the Committee or if an application, signed by at least ten members, be presented to the Secretary stating the reasons for the meeting. Members must then be notified in the same way as for an AGM.

### ELECTION OF OFFICERS

- (1) All elections must take place at the AGM. If any posts cannot be filled at the AGM:
  - a. it is within the power of the Committee to elect officers from within the Committee at a Committee meeting after the AGM.
  - b. an extraordinary AGM will be called to elect new members of the Committee once nominees become available
- (2) The following elected roles shall serve until the next AGM when they shall be eligible for re-election: Chairperson, Secretary, Treasurer, Match Secretary, Men's Captain, and Ladies Captain.

### VOTING

Voting on all matters in General Meetings shall be by a simple majority of paid-up members except for any change in the Constitution rules which shall be by a 2/3rds majority of those present and voting. Voting in committee meetings shall be by a simple majority except where other specific governance applies, e.g., membership cancellation. The Chairperson of any meeting shall have a casting vote. A quorum at a General Meeting shall be ten paid-up members. A quorum at a Committee Meeting shall be four members.

### SECRETARY

The Secretary shall keep a record of all business transacted at meetings.

### TREASURER

Shall keep and render to the AGM a precise account of the income and expenditure for the past year. An Honorary Auditor appointed by the Committee shall audit the Club accounts annually. Cheques and withdrawal forms shall be signed by two of three officers or Committee members whose signatures are registered at the Bank.

### CLUB FUNDS

In the event there are any surplus income or gains, these are to be reinvested in the Club. In no circumstances can surpluses or assets be distributed to members or third parties.

### INTERPRETATION

The Committee shall be responsible for interpreting the Rules and Constitution of the Chalfont St. Giles Tennis Club. The Committee shall determine any question affecting the welfare of the Club not specifically provided for in this Constitution.

### PLAYING RULES

The Committee shall determine the Club's Playing Rules and a current set of the Rules shall be posted on the Club Notice Board.

### DISSOLUTION

Upon dissolution of the club, any net assets of the Club will be applied for approved sporting or charitable purposes, these being defined as:

- the purposes of Tennis's governing body for use in related community sport,
- the purposes of another Community Amateur Sports Club,
- the purposes of a charity.