

CONSTITUTION FOR CHESHAM BOIS LAWN TENNIS AND SQUASH CLUB

1. The Club shall be called “**CHESHAM BOIS LAWN TENNIS & SQUASH CLUB, which is the trading name of CBLTSC Limited**”.

2. The games shall be governed by the rules of the Lawn Tennis Association for tennis, and the rules of England Squash.

3. The Club shall be affiliated to the Lawn Tennis Association and England Squash.

4. CLUB ADMINISTRATION

a) The entire management and financial control of the Club, except as otherwise provided by this Constitution shall be deputed to the Club Committee elected in accordance with Clause 5 hereof.

b) The Club Committee may make arrangements for borrowing money on behalf of the Club as it shall think fit and to mortgage or charge any property of the Club as security for any such borrowing.

c) The Club Committee shall, in addition to other powers given in this Constitution:-

- Have power to elect new members, or to expel without giving any explanation any existing members;
- make such regulations as are necessary for the welfare of the Club;
- co-opt other members to fill any vacancies which may occur in their number;
- appoint sub-committees to assist in the management of the Club.

In particular, the Club Committee may delegate the day-to-day running of the Tennis Section of the Club to the **Tennis Committee** and the day-to-day running of the Squash Section to the **Squash Committee**.

d) Subscription rates as proposed by the Tennis and Squash Committees shall be approved by the Club Committee.

e) our (4) members of the Club Committee shall constitute a quorum.

f) The Club shall be a non-profit making organisation, all profits being used to maintain or improve the Club facilities. No profit or surplus will be distributed other than to another non-profit making body or to members in the event of winding up or dissolution of the Club.

No payment in cash or kind shall be made to any officer, shadow officer, intermediary or connected person for the supply of materials or services, some part of which has been calculated by reference to the Club's profit or gross income.

g) The Club is an **Equal Opportunities Employer**. The Club does not discriminate within the meaning and scope of the Equality Act 2010.

5. ANNUAL GENERAL MEETING

a) An Annual General Meeting of the Club shall be held in each calendar year at not more than fifteen (15) months' intervals following the last AGM, at which all tennis and squash voting members shall be entitled to attend and vote. A person being both a tennis and squash member shall only be entitled to one vote.

b) At the Annual General Meeting the following honorary Officers and Committee members shall be elected who shall constitute the **Club Committee**:

Club Chairman

Club Secretary

Club Treasurer

Chairman of the Bar and Entertainments Committee

Facilities Coordinator

In addition, the following persons shall be ex officio members of the Club Committee:

Chairman of the Tennis Committee (Vice Chairman)

Chairman of the Squash Committee (Vice Chairman)

Club members may be co-opted by the Club Committee as necessary.

The Chairman of the Tennis and Squash Committees may nominate a member to accompany him/her to any Club Committee meeting.

c) Before a General Meeting fourteen (14) days' notice shall be given to all tennis and squash voting members and fifteen (15) such members shall constitute a quorum.

d) A proposition must be put to a General Meeting for the purpose of:

I. altering the number of tennis or squash courts on the Club grounds

II. increasing or reducing the confines of the Club grounds

III. altering Rule 4 and Rule 5

and shall only be declared passed if not less than 75% of the voting members present shall vote in favour of such a proposition.

e) All other propositions put before the General Meeting shall be declared carried if passed by a simple majority. In the event of a tie the Chairman of the meeting shall have the casting vote.

f) The General Meeting may select an honorary President who may attend any meetings of the Club.

g) Accidental omission to give notice of a General Meeting to any member shall not invalidate the meeting.

6. EXTRAORDINARY GENERAL MEETING may be called by resolution of the Club Committee or by request in writing to the Club Secretary signed by thirty (30) or one fifth (whichever is the least) of the tennis voting members and/or squash voting members and stating the reason for the request.

7. FINANCIAL YEAR

The financial year shall end on the 31st July. The accounts of the Club shall be kept by the Treasurer, shall be examined by an accountant appointed by the members and submitted to the members at the Annual General Meeting.

8. SUBSCRIPTIONS

Subscriptions are payable at the beginning of the year to which they apply, or in the case of persons joining after the beginning of the year, on joining. Members whose subscriptions remain unpaid after the date or such other date as may be fixed by the Tennis or Squash Committees render themselves liable to lose their membership. No member ceasing to belong to the Club shall be entitled to a refund of any part of his subscription.

9. MEMBERSHIP

The Tennis Committee and Squash Committee shall define the appropriate membership categories for each season. A list of all members of the Club shall be securely kept by the respective sections in accordance with the Data Protection Act.

10. VISITORS

All visitors shall be introduced by a member of the Club.

11. HONORARY MEMBERS

Honorary members shall be elected for life by the Club Committee and shall be free full members of the Club.

12. SOCIAL MEMBERS

Social membership shall be for such persons of minimum age 18 and at such fee as the Club Committee shall determine from time to time, provided that the number of such members shall at no time exceed 25% of the total membership (excluding junior categories). Social members shall be non-voting members.

13. RULES

All members shall be bound by the Club Constitution, the Club Code of Conduct and the Club Disciplinary Procedure. A copy of all three documents shall be made available to all members on the Club website.

Notice of any amendment or addition to the Club Constitution shall be on display in the clubhouse for ratification at a General Meeting.

14. CLUB LICENCE

a) The hours of sale of intoxicating liquor shall be determined by the Club Committee within the legal permitted hours (see (f) below).

b) Intoxicating liquor shall be supplied to:

- A member of the Club
- A guest of a member (see (c) and (d) below).
- A person to whom the sale of intoxicating liquor is permitted under the Licensing Act, and to persons visiting the Club for the fulfilment of a sporting fixture.
- A person to whom the sale of intoxicating liquor is permitted under the Licensing Act.

i.e. "Non-members attending functions at the Club premises. Intoxicating liquor may be sold to persons attending the Club premises for social or other functions organised or authorised by the Club provided always that the number of such functions shall not exceed twelve (12) in any one year, but no function shall be permitted to which admission may be obtained by payment of money at the door whether for a ticket or otherwise".

- Persons within the aforementioned provisions who have attained the age of 18 years.

c) No member shall be entitled to introduce more than three guests into the Club on any day.

d) Members introducing guests to the Club, shall if necessary be prepared to vouch for their guest(s) to the appropriate authority representative.

e) No intoxicating liquor shall be supplied for consumption off Club premises except to a member in person.

f) The permitted hours are:

- On weekdays, other than Christmas Day or Good Friday, from 11am until 11pm.
- On Sundays, Christmas Day and Good Friday, the hours fixed by the Club and in accordance with the current licensing laws, are currently between the hours of 12 noon and 10:30pm.

15. LOSS OR DAMAGE

The Club shall not be responsible for injury to members or for loss or damage to members' property.

16. CLUB HOURS

The hours of opening and closing shall be between 8am to 11pm unless otherwise stated by the Club Committee.

17. ENTRY TO BUILDING

Means of entry to the main Club building shall be provided to each tennis and squash member and such other persons as the Club Committee shall think necessary, on payment of a fee to be determined by the Club Committee.

TENNIS SECTION

18. The **Tennis Committee** who shall be elected at the Annual Meeting shall consist of:

Tennis Chairman and a maximum of twelve (12) members appropriate to the proper management of the tennis section. The Club Chairman may also attend as ex officio committee member. The Club Manager may attend also by invitation.

19. An **Annual Meeting** of tennis members aged 19 years and over shall be held.

20. The tennis year shall begin on 1st June unless otherwise provided by the Club Committee and all subscriptions are due on that date. Penalties for late payment shall be decided by the Tennis Committee from time to time.

21. Any member of the Tennis Committee or Club Committee shall have powers to close the courts if in their opinion they are unfit for play and may at their discretion rest or reserve courts.

22. Times of play for categories of membership shall be determined by the Tennis Committee.

23. A tennis member may introduce not more than 3 playing visitors in any one day at the charge specified by the Club Committee. No one visitor shall be introduced on more than three occasions in any one year. The playing fee shall be determined by the Tennis Committee and paid before play.

24. All playing members and visitors shall wear recognised tennis clothing and tennis shoes.

25. Conditions of membership of the Tennis Section

Each member agrees as a condition of membership:

- a) to be bound by and subject to the Club Code of Conduct;
- b) to be bound by and subject to the Club Disciplinary Procedure;
- c) to be bound by and subject to the Club Constitution.

26. The Tennis Committee, (subject to the agreement of the Club Committee) may terminate the membership of any person of the Tennis Section, or impose any other sanction they determine to be appropriate, in connection with the breach of any condition of membership.

THE TENNIS COMMITTEE

27. The Tennis Section agrees that each member of the Tennis Committee will be required, as a condition of election or appointment, to agree to be bound by and subject to the Club Constitution, the Club Code of Conduct and the Club Disciplinary Procedure

COACHES AND PLAYERS OF THE TENNIS SECTION

28. The Tennis Committee will ensure as far as reasonably practicable that all unlicensed and unregistered coaches and players and other persons using the tennis facilities will, as a condition of such use, agree to be bound by and subject to the Club Constitution, the Club Code of Conduct and the Club Disciplinary Procedure.

SQUASH SECTION

29. The **Squash Committee** who shall be elected at the Annual Meeting, shall consist of

The Squash Chairman and a maximum of twelve (12) members appropriate to the proper management of the squash section. The Club Chairman may also attend as ex officio committee member. The Club Manager may attend also by invitation.

30. An **Annual Meeting** of squash members aged 19 and over shall be held.

31. The squash year shall begin on 1st September unless otherwise provided by the Club Committee and all subscriptions are due on that date. Penalties for late payment shall be decided by the Squash Committee from time to time.

32. Session times shall be determined by the Squash Committee.

33. A squash member may introduce not more than three (3) playing visitors in any one day at the charge specified by the Club Committee. No one visitor shall be introduced on more than three (3) occasions in any year and shall only play against the introducing member.

34. Times of play for categories of membership shall be determined by the Squash Committee.

35. All playing members and visitors shall wear recognised squash clothing and squash shoes.