

Wicklow Tennis Club

Club Constitution

Agreed at 2012 AGM held on 23rd January 2013
Point 12.7 was added to the Constitution at the 2018 AGM

1. The Club shall be known as the Wicklow Tennis Club and is a private members club.
 - 1.1. The legal status of the Club is that of an unincorporated sporting association.
 - 1.2. The primary objective of the Club is to foster & promote the sport of tennis
2. The Management of the Club shall be exercised through the Executive Committee.
3. The Executive Committee will be elected annually, by the membership, at the Annual General Meeting of the Club and will consist of the following officers :
 - 3.1. President
 - 3.2. Vice President
 - 3.3. Treasurer
 - 3.4. Secretary
 - 3.5. Club Captain
 - 3.6. and not more than **seven (7) other committee members** who may be appointed at the AGM or co-opted at a later date, with the exception of any honorary committee members.
4. The Executive Committee will have authority to :-
 - 4.1. To manage the day to day running of the Club.
 - 4.2. To decide Annual Membership Fees and to impose any other fees or levies required to operate the Club.
 - 4.3. To accept or reject applications for new membership.
 - 4.4. To limit membership of the Club to a number which they consider reasonable and to have the power to vary the classes of membership within the club.
 - 4.5. To suspend or expel any member.
 - 4.6. To borrow for the purposes of the Club such amounts of money, upon such terms and upon such security, as the Executive Committee shall think fit and proper and the Trustees shall, at the direction of the Executive Committee, make all such dispositions of the Club property or any part thereof and enter into such agreements in relation thereto as the Executive Committee may deem proper for giving security for such loans and interest. All members of the Club and all persons subsequently becoming members of the Club shall be deemed to have assented to any borrowing of money authorised by this Rule and to the giving of security in respect of same.
5. The Executive Committee may delegate authority and responsibility for various activities to individuals and/or sub-committees and may draw up bye-laws for regulating such activities.
6. The Club will maintain proper financial books of accounts, meeting with all statutory requirements, for all activities undertaken under its auspices.
7. The Club will maintain and implement a formal Health and Safety policy, including a written Safety Statement, in line with legislative requirements.

- 7.1. The Executive Committee have obligations to manage risk and behaviour in the Club under the Safety Health and Welfare at Work Act 2005 and subsequent associated legislation. Members and employees must fully co-operate with the Committee in ensuring that the highest standards possible of Health and Safety exist throughout the club.
8. The Club will maintain and implement a formal Child Protection policy in line with standards issued by Tennis Ireland and associated statutory requirements.
9. The Executive Committee will hold regular meetings, preferably monthly, but no less than 8 per annum.
10. At all meetings of the Executive Committee a quorum shall be formed by the attendance of **more than 50%** of the total committee members elected at the AGM. In the event of a tie in voting the Chairman will have the casting vote.
 - 10.1. No major decisions affecting the affairs of the club shall be taken in the absence of the President.
11. The AGM will be held within four weeks of the end of each financial year. The end of the financial year will be taken as the 31st December.
 - 11.1. Only paid up Senior members, of the year for which the AGM is being held, and Trustees are eligible to vote at the AGM.
 - 11.2. Notice of the AGM, or of an EGM, must be given either by post, email or by newspaper announcement not less than three weeks before the date of the meeting.
 - 11.3. The Executive Committee of the Club will appoint an appropriately qualified independent accountant to inspect the annual financial statements of the Club. Such appointment shall be made and annually ratified by simple majority resolution of the Annual General Meeting of the Club.
 - 11.4. The Club will prepare annual financial statements for presentation and reporting to club members attending each AGM and also submit these statements and associated books of account to the Club's independent accountant for inspection.
 - 11.5. Any motion affecting the Club Constitution must be received by the Secretary at least one week before the date of the AGM. The Club Constitution may only be changed at the Annual General Meeting or at an Extraordinary General Meeting convened for the purpose.
 - 11.6. An Extraordinary General Meeting can only be convened by the Committee or if requested in writing by a minimum of 50 paid-up senior members.
 - 11.7. A proposal will only be carried if voted for by two-thirds of those present at an E.G.M or A.G.M.
 - 11.8. A list of outgoing Executive Committee members will be posted on the Club House notice board three weeks prior to the AGM. A sheet will be posted inviting nominations of candidates for election to the incoming Executive Committee. Any

nomination must be sanctioned by the nominee and must have a proposer and seconder. Nominations will close three days prior to the AGM.

12. TRUSTEES

- 12.1. Properly appointed Trustees will automatically have honorary membership in the Club.
- 12.2. There shall be not more than six Trustees in whom all the property of the Club, (other than cash which shall be under the control of the Treasurer and President), both present and future, shall be vested. The Trustees will hold office during their lifetime unless they retire or are removed from office. The Committee, by a resolution passed by at least two-thirds of those present and voting shall have power to remove such Trustee(s) from office and to declare a vacancy.
- 12.3. Any vacancy among the Trustees shall be filled by the election of a new Trustee at the Annual General Meeting next following the creation of a vacancy or at an Extraordinary General Meeting called for that purpose. Nominations for Trustee must be proposed and seconded by Voting Members. Pending the filling of a vacancy at the Annual General Meeting or Special Meeting, the Committee shall have the power to appoint a Trustee or Trustees who will hold office until the next Annual General or Special Meeting.
- 12.4. Where a Trustee resigns from or ceases to be an Honary Member of the Club he will be presumed to have retired from the position of Trustee and a vacancy will occur.
- 12.5. The Trustees shall hold all Club property in trust for and on behalf of the members and they shall deal with such property as directed by resolution of the General Committee (of which an entry in the minute book shall be conclusive evidence).
- 12.6. The Trustees shall be indemnified against risk and expense out of the Club property.
- 12.7. It was agreed at the 2018 AGM which was held on the 23rd January 2019 that a Trustee of Wicklow Tennis Club who does not sit on the Executive Committee is permitted to attend a monthly Executive meeting if he / she so wishes and this person does not have voting rights at the monthly Executive meeting. There were no objections to the proposal and there was a unanimous vote in favour.