

Dulverton and Exmoor Squash Club Constitution and Rules

(Note: Any references to the masculine gender shall be deemed to include a reference to the feminine and neuters where the context so admits).

1. NAME

The name of the club shall be “The Dulverton and Exmoor Squash Club” and hereinafter is referred to as “The Club”.

2. OBJECTS

The Club is constituted by these rules to provide facilities for, and to promote participation in, the amateur sports of squash and racketball in Dulverton and the surrounding area. Under no circumstances during the existence of the Club or at its dissolution shall any surplus assets, income or profits be presented to any member or distributed among any members (or third parties), provided that this prohibition shall not apply to payments for services rendered or the awarding of prizes won in competitions.

3. AFFILIATION

The Club may seek affiliation to the Squash Rackets Association through the appropriate County Squash Rackets Association and shall adopt and conform to the rules of these organisations insofar as they may apply.

4. MEMBERSHIP

Membership of this club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.

The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

The club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made to the members.

There shall be three types of membership:

- a) Members, who shall be those who shall have attained the age of 18 years at the start of the current membership year (1st October) and,
- b) Students, who shall be those who are aged 14 to 17 at the start of the current membership year (1st October) *or* Those of any age in full time education throughout the period of membership, and,

- c) Juniors, who shall be those aged less than 14 at the start of the current membership year (1st October).

A person wishing to apply for membership shall complete an application form and submit it together with the appropriate Annual Subscription and any Joining Subscription payable to the Membership Secretary who may admit the applicant to membership subject to the confirmation of the Committee at its next meeting.

The Committee may terminate the membership of any member whose conduct is deemed by them to have been inconsistent with his membership of the club; provided that any resolution to effect such termination shall not be carried except on the unanimous vote of those present.

The club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made to the members.

5. MANAGEMENT

The affairs of the Club shall be managed by a governing body to be known as “the Committee” which shall comprise the officers of the Club who shall be

The Chairman
The (Membership) Secretary
The Treasurer

together with six Committee Members. All Officers and Committee Members shall be Members of the Club.

The Chairman shall be elected at the Annual General Meeting for a period of one year and shall be eligible for re-election to that office. He shall assume office at the end of the Annual General Meeting at which he is elected and shall retire at the end of the Annual General Meeting at which his successor is elected. When present he shall chair all meetings of the Club and of the Committee.

The Secretary, the Treasurer and the (Membership) Secretary shall be elected for a period of one year at the Annual General Meeting, and shall be eligible for re-election.

The six Committee Members shall be elected at the Annual General Meeting for a period of one year and shall be eligible for re-election.

Upon a seat on the Committee falling vacant between Annual General Meetings the Committee may co-opt a member of the Club to fill such vacancy.

At any meeting of the Committee a quorum shall be five including any two officers.

The Committee shall have the power, on behalf of the Club and without prejudice to the generality of the powers contained in paragraph 1 of this rule, to:

- a) Acquire by purchase, gifts by the way of donation bequest or otherwise, hold, possess, manage and dispose of all forms of property both real and otherwise on such terms as it sees fit;
- b) Sue and be sued, implead and be impleaded under the name of The Dulverton & Exmoor Squash Club;
- c) Compound or compromise any action, suit or proceedings for any debt;
- d) Open an account or accounts with any bank, savings bank or building society, effect any payment into such account and withdraw any sum therefrom;
- e) Appoint such committees or sub-committees as it sees fit;
- f) Co-opt non-voting members from within or without the membership for any special purpose;
- g) Appoint such representatives as it sees fit to take part in any relevant activities in Dulverton or around;
- h) Appoint employees, either permanent or temporary for such duties and at such remuneration as it deems necessary; and,
- i) Make Regulations for the effective implementation of the Club's objectives and for the efficient administration of the Club's premises; providing that such Regulations shall be clearly displayed at such premises.

6. ANNUAL GENERAL MEETINGS

The Annual General Meeting of the Club shall be held during the month of September in every year, on such date and at such place as the Committee shall determine.

The Annual General Meeting shall be convened by notices addressed by the Secretary to all Members not less than twenty one days clear prior to the date thereof and such notice shall include an Agenda for the meeting and a copy of the Annual Accounts.

A quorum for an Annual General Meeting shall be one tenth of the voting membership of the Club as at the date of the meeting, including any two officers.

Junior Members may attend an Annual General Meeting but shall have no right to vote thereat.

The business of an Annual General Meeting shall be to receive deliberate upon and if thought fit accept the Annual General Report and Accounts of the Committee, to elect the Officers and Committee Members for the ensuing year, to elect the Auditors, and to deliberate and vote upon such motions as the Committee shall have included or been asked to include on the Agenda.

Any member wishing to put down a motion for discussion at the Annual General Meeting shall submit it in writing to the Secretary before the 31st July prior to the Annual General Meeting; provided however that nothing in this paragraph shall prevent a member from proposing during the course of the meeting an amendment to any motion included on the Agenda.

Voting at an Annual General Meeting shall be by a show of hands. In the case of equality of votes the person presiding shall have a casting as well as an original vote.

7. EXTRAORDINARY GENERAL MEETINGS

Extraordinary General Meetings shall be held at such places and at such times as the Committee may decide, either upon their own decision or when requested so to do by any ten members in writing, but so that any such meeting is held within twenty one days of such decision or receipt of such request.

Any notice by ten Members requesting an Extraordinary General Meeting shall be set out in full the motion which they intend to put to such a meeting.

The Secretary shall convene an Extraordinary General Meeting by notices in writing to all members. The convening notice shall give seven days notice and shall include an Agenda for the meeting which shall set out any motion to be put to the meeting, either by the Committee or the Members calling the meeting. No other motion shall be put to such a meeting although during its course a member present may propose an amendment to any motion on the Agenda.

Attendance, quorum and voting provisions shall be as for an Annual General Meeting.

8. AVAILABILITY AND AMENDMENT OF CONSTITUTION

No amendment to this Constitution shall be made except by a two thirds majority of those present at an Annual or Extraordinary General Meeting.

A copy of this Constitution shall be prominently displayed at all times on the club notice board and all Members shall be deemed conversant therewith. It will also be available on the club website.

9. SUBSCRIPTIONS AND NON-MEMBER FEES

All Members shall pay an annual subscription which shall be fixed from time to time by the Annual General Meeting; provided that the different classes of membership and different categories within them may have different subscription.

Annual subscriptions shall become payable on the 1st October in each year. New members, members renewing their membership or old members re-joining the club before 1st May will be charged the full annual membership fee. New and re-joining members on or after 1st May will be charged a pro-rata fee plus the full twelve month membership fee for the subsequent year. There is no additional 'joining fee' for new members.

Any member not having paid his annual subscriptions by 31st May in any year shall be deemed to have resigned from the club.

The Committee may fix fees to be paid by non-members using the squash courts.

10. DUTIES OF THE SECRETARY

The Secretary shall:

- a) Call all General Meetings of the Club in accordance with this Constitution, draw up minutes of all meetings of the Committee and of the Club for presentation and confirmation at the next ensuing meeting;
- b) Have custody of the records of the Club;
- c) Keep a register of the names and addresses of all Members;
- d) Receive all joining and annual subscriptions, accounting for them to the Treasurer; and,
- e) Certify the voting membership of the Club at any General Meeting.

11. DUTIES OF THE TREASURER

The Treasurer shall:

- a) Effect or accept any payment on behalf of the Club;
- b) Keep the accounts of the Club and all such accounts shall be open to inspection by any person having a legitimate interest in the funds of the Club.
- c) In conjunction with any one other officer sign all cheques drawn on any bank or other account; and
- d) Prepare the Annual Accounts as at 31st July in each year, submit them to the Auditors and present them to the Annual General Meeting.

13. DEEDS

Every deed or other formal document required to be signed on behalf of the Club shall be signed by the Chairman and the Secretary, or either of them and any one Officer or Committee Member.

14. AUDIT

Two Auditors who may or may not be members, but who shall not be members of the Committee, shall be elected at the Annual General Meeting.

The Auditors may make an inspection of all books and documents relevant to the Club held by the Treasurer at any time and shall forthwith report to the Chairman any error or omission detected in the course of such inspection.

The Auditors shall verify and certify the Annual Accounts prior to them being submitted to the Annual General Meeting.

If a position of Auditor becomes vacant between Annual General Meetings, the remaining Auditor shall co-opt another person to fill the vacancy. If both posts fall vacant between Annual General Meetings then they shall be filled at an Extraordinary General Meeting.

15. DISSOLUTION

The Club shall only be dissolved at an Extraordinary General Meeting called for that purpose at which three quarters of the votes cast are in favour of a resolution to this effect. In the event of no quorum being obtained at such a meeting, a further Extraordinary General Meeting shall be called for the same purpose within twenty one days and the provisions as to a quorum as set out in Rule 7 above shall not apply at such meeting.

When the dissolution of the Club has been effected in accordance with paragraph above no further action shall be taken by the Committee or any Officer of the Club in connection with the aims of the Club except to notify the Trustee as defined in paragraph below of known existing assets and liabilities of the Club.

Upon dissolution of the club any remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body, for use by them in related community sports.

In the event dissolution, the bank in which the Club's monies are deposited shall act as Trustee and liquidator and shall wind up the affairs of the Club in accordance with the law.