



GRAFFHAM TENNIS CLUB

Constitution

1 Name of the Club

The club will be called GRAFFHAM TENNIS CLUB (Hereinafter will be referred to as The Club), GRAFFHAM TENNIS CLUB will be affiliated to LAWN TENNIS ASSOCIATION (LTA Great Britain) as the governing body of tennis in the UK.

2 Aims and Objectives

The aims and objectives of the Club will be:

- To provide tennis, social and other activities for its Members and generally to encourage and facilitate the playing of tennis;
- To provide and maintain the all weather tennis facilities at Graffham Recreation Ground;
- To promote, improve, develop and support the interests of tennis;
- To take and retain a membership of the LTA (and by doing so become and remain registered as an associate of the LTA), and to comply with and uphold the Rules and Regulations of the LTA, as amended from time to time, and the LTA Rules and the LTA Disciplinary Code and the rules and regulations of any body to which the LTA is registered or affiliated;
- To acquire, establish, own, operate and turn to account in any way the tennis court facilities of the Club together with buildings and easements, fixtures and fittings and accessories as shall be thought advisable;
- To make rules and regulations, bye-laws and standing orders concerning the operation of the Club including without limitation regulations concerning disciplinary procedures that may be taken against the Members;
- To do all such other things as the Management Committee thinks fit to further the interests of the Club or to be incidental or conducive to the attainment of all or any of the objects stated in c) (Objects).

3 Membership

(a) Membership of the club is open to anyone interested in promoting, coaching,

volunteering or participating in TENNIS, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.

(b) The membership shall consist of the following categories:

- Adult member
- Junior member
- Family membership

(c) All members will be subject to the regulations of the constitution and, by joining the Club, will be deemed to accept these regulations and codes of practice that the Club has adopted.

(d) Members in each category will pay membership fees, as determined at the Annual General Meeting.

(e) Individuals shall be eligible to take part in the business of the Club, vote at general meetings or be eligible for selection of any Club team provided the applicable subscription has been paid by the due date and/or membership has been agreed by the Club committee.

4 Sports Equity

(a) This Club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so, it acknowledges and adopts the following Sport England definition of sports equity:

Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

(b) The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

(c) The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

(d) All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

(e) The Club will deal with any incidence of discriminatory behaviour seriously, according to Club disciplinary procedures.

5 Management Committee

(a) The affairs of the Club shall be conducted by a Committee which shall consist of the Chair, Treasurer, and Secretary, plus up to four additional members who shall be elected at the Annual General Meeting.

(b) All Committee members must be members of the Club.

(c) The President and Life President shall have the right to attend and advise the Committee.

(d) The term of office shall be for one year, and members shall be eligible for re-election.

(e) If the post of any officer or ordinary committee member should fall vacant after such an election, the Committee shall have the power to fill the vacancy until the succeeding Annual General Meeting.

(f) The Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.

- (g) The Committee will have powers to appoint roles or advisers to the Committee as necessary to fulfil its business.
- (h) The Committee will be responsible for disciplinary hearings of members who infringe the Club rules/regulations/constitution. The Committee will be responsible for taking any action of suspension or discipline following such hearings.
- (i) The Committee meetings will be convened by the Secretary of the Club and be held no fewer than five times per year.
- (j) All elected Committee members will have the right to vote at Committee meetings.
- (k) The quorum required for business to be agreed at Management Committee meetings will be three.

6 Finances

- (a) The Club Treasurer will be responsible for the finances of the Club.
- (b) The financial year of the Club will run on a calendar year.
- (c) All Club monies will be banked in an account held in the name of the Club.
- (d) A statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.
- (e) Any cheques or transfers drawn against club funds should hold the signatures of the Treasurer plus one other member of the Management Committee (who shall not be family related).
- (f) All members of the Club shall be jointly and severally responsible for the financial liabilities of the Club.

7 Annual General Meetings and Extraordinary General Meetings

- (a) General Meetings are the means whereby the members of the Club exercise their democratic rights in conducting the Club's affairs.
- (b) The Club shall hold the Annual General Meeting (AGM) in the month of March to:
 - Approve the minutes of the previous year's AGM.
 - Receive a report from the Chairman.
 - Receive a report from the Treasurer and approve the Annual Accounts..
 - Elect the officers on the Committee.
 - Agree the membership fees for the following year.
 - Consider any proposed changes to the Constitution.
 - Deal with other relevant business.
- (c) Notice of the AGM will be given by the Club Secretary with at least fourteen days' notice to be given to all members.
- (d) Nominations for officers of the Committee will be made during the AGM.
- (e) Proposed changes to the constitution shall be sent to the Secretary prior to the AGM, who shall circulate at least 7 days before an AGM.
- (f) All members have the right to vote at the AGM.
- (g) The quorum for AGMs will be TEN adult members.
- (h) The Chairman of the Club shall hold a deliberative, as well as a casting, vote at general and Committee meetings.
- (i) An Extraordinary General Meeting (EGM) shall be called by an application in writing to the

Secretary supported by at least 10% of the members of the Club. The Committee shall also have the power to call an EGM by decision of a simple majority of the Committee members.

(j) All procedures shall follow those outlined above for AGMs.

8 Amendments to the constitution

The constitution will only be changed through agreement by majority vote of members at an AGM or EGM.

9 Discipline and appeals

(a) All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the club's safeguarding policy and procedures. The Club Welfare Officer is the lead contact for all members in the event of any safeguarding concerns.

(b) All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.

(c) The Management Committee or nominated sub-committee will make the relevant party/s aware of the complaint against them on a confidential basis. They have the right to submit their account of the dispute to the Secretary within seven days.

(d) The Management Committee will meet to hear complaints within seven days of a complaint being lodged. The Committee has the power to take appropriate disciplinary action including the termination of membership.

(e) The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within two days of the hearing.

(f) There will be the right of appeal to the Management Committee following disciplinary action being announced. The Committee should consider the appeal within fourteen days of the Secretary receiving the appeal.

10 Dissolution

(a) A resolution to dissolve the Club can only be passed at an AGM or EGM through a majority vote of the membership.

(b) In the event of dissolution, all debts should be cleared with any club funds. Any assets or funds of the Club that remain following dissolution will become the property of Graffham Parish Council with a conditional designation for sports and the Graffham recreation ground.

11 Declaration

GRAFFHAM TENNIS CLUB hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Name: SIMON LONGMAN

Position: CHAIRMAN

Sign

Date: 23 March 2026

Name: RICHARD SABIN

Position: TREASURER

Sign

Date: 23 March 2026

Name: SAM MAJOR

Position: COMMITTEE MEMBER

Sign

Date: 23 March 2026