

APPROVED 3.11.09

HAMPTON TABLE TENNIS CLUB CLUB CONSTITUTION

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Based on ETTA Model Constitution produced by Carol Beames on behalf of the English Table Tennis Association, Third Floor, Queensbury House, Havelock Road, Hastings, East Sussex TN34 1HF, tel: 01424 722525, fax: 01424 422103, e-mail: admin@etta.co.uk, website: www.etta.co.uk.

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CONSTITUTION

1. NAME

The name of the Club shall be Hampton Table Tennis Club ("the Club").

2. AFFILIATION

The Club shall be affiliated to the English Table Tennis Association and the Peterborough & District Table Tennis Association.

3. OBJECTS

The objects of the Club shall be to allow members to practise, play and promote the game of Table Tennis and to operate in accordance with the English Table Tennis Association's Policies and Club Policies.

4. MEMBERSHIP

4.1 The membership of the Club shall be open to the following:

- a) Full Member - 16 or over
- b) Associate Member – 16 or over
- c) Junior – under 16

4.2 The members of the Club are under no financial liability by reason of membership of the Club except for annual membership fees.

4.3 Each member of the Club shall have his or her name, address and telephone number recorded by the Club Secretary for the purpose of the administration of the Club.

5. OFFICERS

The honorary officers of the Club, who shall be full members, shall be: Chair, Secretary and Treasurer.

6. MANAGEMENT COMMITTEE

6.1 The Management Committee of the Club shall consist of its officers and not more than five other co-opted members.

6.2 If the post of any officer shall fall vacant, the Management Committee shall have the power to fill the vacancy until the next Annual General Meeting.

6.3 The Management Committee will arrange to meet on a regular basis and have the power to appoint sub-committees.

6.4 The Management Committee shall be the sole authority for interpretation of this constitution.

6.5 The Management Committee shall be the sole authority for the settlement of disputes relating to the affairs of the Club and the conduct of the members or of their guests.

7. CLUB MEETINGS

- 7.1 The Annual General Meeting to be held in May of each year. The date and time to be fixed by the Management Committee and notified to each member not later than 28 days in advance of the meeting.
- 7.2 A quorum shall be one quarter of the full members.
- 7.3 The purpose of the Annual General Meeting is:
- a) To receive from the Management Committee a report, balance sheet, and statement of accounts for the preceding financial year and an estimate of the receipts and expenditure for the current financial year.
 - b) To elect the officers.
 - c) To decide on any resolution that may be duly submitted to the meeting as hereinafter provided.
- 7.4 A copy of the report, audited balance sheet and statement of accounts shall be sent to members not later than 14 days before the Annual General Meeting.
- 7.5 Any full member wishing to propose any resolution at the Annual General Meeting shall give notice in writing to the Secretary not less than 21 days before the date of the meeting.
- 7.6 Each full member shall be entitled to vote at the Annual General Meeting and decisions, other than changes to the Constitution, shall be resolved by a simple majority.
- 7.7 A Special General Meeting may be held at any time the Management Committee considers such necessary, and shall be held within 24 days of the receipt by the Secretary of a request for such signed by 20% of the full members and stating the purpose for which the Special General Meeting is to be called. Notice of the date, time and venue shall be given to all members not later than 14 days beforehand.
- 7.8 The Constitution can be amended only by a resolution of a two-thirds majority of the full members voting at a General Meeting.
- 7.9 At all meetings of the Club the Chair shall take the chair and each full member present shall be entitled to one vote upon every motion and in the case of equality of votes the Chair shall have a second or casting vote.
- 7.10 In the absence of the Chair the meeting may elect a deputy to fill the post for the period of the meeting only.

8. FINANCE AND ACCOUNTS

- 8.1 The amount of the session or match fees and annual subscriptions shall be determined at the Annual General Meeting each year.
- 8.2 The Treasurer shall collect the fees and subscriptions and maintain an account on behalf of the members at a bank or building society.

8.3 All cheques drawn against the Club's funds shall be signed by the Treasurer and one other officer. Alternatively, payments may be made via internet banking by the Treasurer following written or email authorisation from another authorised bank signatory.

8.4 Any expenditure of Club funds must be authorised by the Management Committee.

9. DISSOLUTION

9.1 If at any General Meeting of the Club, a resolution be passed calling for the dissolution of the Club, the Secretary shall immediately convene a Special General Meeting of the Club to be held not less than one month thereafter to discuss and vote on the resolution.

9.2 If at that Special General Meeting, the resolution is carried by at least two-thirds of the full members present at the meeting, the General Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Club and discharge all debts and liabilities of the Club.

9.3 After discharging all debts and liabilities of the Club, the remaining assets shall not be paid or distributed amongst the full members of the Club, but shall be given or transferred to some other voluntary organisation having objects similar to those of the Club.

10. INSURANCE

10.1 The Club shall arrange a public liability policy of insurance.

10.2 All members shall comply with the terms of the policy, a copy of which shall be held by the Treasurer and shall be available for inspection at reasonable notice.

Adopted by HAMPTON TABLE TENNIS Club at HAMPTON COLLEGE

MEMBERS on 3RD NOVEMBER 2009

Signed  Date 3.11.09
(Club Chairman)

Signed  Date 3-11-09
(Club Secretary)