



Club Committee

Terms of Reference

1. Role & Purpose

The role and purpose of the Blackmore Tennis Club Committee [‘the Committee’] is to provide recreational tennis facilities for people of all ages living in, near or having association with the villages of Blackmore Village and to encourage greater participation and coaching in the sport of tennis, particularly for young people and those who at present have no access to the sport.

In furtherance of its role and purpose Blackmore Tennis Club Committee will:

- 1.1 Raise funds by any lawful means and through any lawful activity and invite and receive contributions from any person or persons whatsoever by way of subscriptions.
- 1.2 Do all such other lawful things as are necessary for the attainment of the said objects.
- 1.3 Affiliate the Club to the Lawn Tennis Association.

2. Membership

Membership will be open to people living in, near or having associations with Blackmore Village and nearby localities.

The Committee shall have the right to approve or reject applications for membership. They will also for a good and sufficient reason to terminate the membership of any person PROVIDED THAT the member concerned shall have the right to be heard by the Committee before a final decision is made.

Blackmore Tennis Club provides for the following type of membership:

- Full Adult Membership
- Full Junior Membership
- Family Membership
- Affiliation Membership
- Student Membership
- Senior Citizen Membership

3. Committee

The general management of the affairs of Blackmore Tennis Club shall be directed by the Committee, which shall meet not less than 4 times a year.

The Committee when complete shall consist of:-

- Chairperson
- Club Secretary
- Fixtures Secretary
- Treasurer
- Fundraising Committee Member

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- Elected Honorary Members x 3

The Committee may appoint such special or standing committee members as may be deemed necessary by the Committee and shall determine their terms of reference, powers, duration and composition.

The Committee will be appointed annually.

4. General Meeting

An Annual General Meeting of the Club shall be held at such time (not being more than 15 months after the preceding Annual General Meeting) and place as the Committee shall determine. At least 21 clear days notice shall be given by displaying such notice on the public notice boards and by such other means as the Secretary thinks fit. At such Annual General Meetings the business shall include the election of full members and one affiliate representative to serve on the Committee; the consideration of an annual report of the work done by or under the auspices of the Committee and the audited accounts; and the transaction of such other matters as may from time to time be necessary.

Election to the Committee will be via either named persons electing to stand or being proposed and seconded by another. Voting will take place thereafter with only those having full membership being able to cast their vote.

5. Rules of Procedure at all Meetings

The quorum at a meeting of the Committee shall be 4 members.

Voting Save as otherwise herein provided, all questions arising at any meeting shall be decided by a simple majority of those present and entitled to vote but in case of equality of votes, the Chairperson of the meeting shall have a second or casting vote.

An action tracker to minute all decisions and actions will be held by the Club Secretary who shall enter therein a record of all proceedings.

6. Finance

All monies raised by or on behalf of the Club shall be applied to further the objects of the Club and for no other purpose PROVIDED THAT nothing herein contained shall prevent the repayment to members of the Committee or of any Committee appointed including reasonable out-of-pocket expenses incurred in furthering the aims of the Club.

The accounts shall be audited annually. An audited statement of the accounts for the last financial year shall be submitted by the Committee at the Annual General Meeting as foresaid.

A bank account shall be opened in the name of the Club by the Committee with a bank of their choosing. The Committee shall also have authority to change the Bank whenever they deem this to be appropriate. The Committee shall authorise in writing the Chairperson, Treasurer and the Secretary of the Club to sign cheques on behalf of the Club. All cheques must be signed by no less than two of the three authorised signatories.

7. Dissolution

If the Committee by a simple majority decide at any time that on the grounds of expense or otherwise it is necessary or advisable to dissolve the Committee, it shall call a meeting of all members of the Club who have the power to vote. If such a decision shall be confirmed by a two thirds majority of those present and voting at such meeting the Committee shall have the power to dispose of any assets held by or on behalf of the Club. Any assets remaining after the satisfaction of any proper debts and liabilities shall be given to the Blackmore Village Hall.

Signed: trDeclan Cassidy (Chairperson)

Date: 28th March 2023