

BURWELL TABLE TENNIS CLUB

Constitution & Rules

1 Constitution

- 1.1 The Burwell Table Tennis Club shall consist of:
- Duly elected and appointed Committee, Officers and Officials
 - Honorary Life Members when appropriate
 - Individual members
 - Other individuals or organisations who may be admitted at the discretion of the Committee

2 Name

- 2.1 The Club shall be called Burwell Table Tennis Club (hereinafter called the Club) except in seasons where the Club is sponsored, the sponsors' name may be added to the title. The Club shall be affiliated to the Ely Table Tennis League, the Cambridge and District Table Tennis League, the Cambridgeshire County Table Tennis Association, and Table Tennis England (TTE).

3 Objects

- 3.1 To provide a Table Tennis facility for the benefit of its members, associated organisations, and guests.
- 3.2 To act as a focal point for Table Tennis within Burwell and the surrounding area.
- 3.3 Promote and encourage the game of Table Tennis at all levels.

4 Membership

- 4.1 The membership will comprise the Committee elected in accordance with Rule 5, individual members (either playing or social), and Honorary Life Members, when appropriate.

5 Administration

- 5.1 The Club will be administered subject to the overriding authority of an Annual General Meeting (AGM) or Special General Meeting (SGM) by a Committee consisting of the Chairman, Secretary, Treasurer, plus up to three other members and co-opted members.
- 5.2 A quorum of the Committee shall be three with no member representing more than one position.
- 5.3 If any member is absent from three consecutive meetings, he or she shall relinquish the post unless such absence is caused by exceptional circumstances. The Committee shall have power to fill any vacancy and co-opt additional members.
- 5.4 The decision of the Committee shall be binding subject to an appeal held at the AGM or SGM. Any appeal must be made in writing to the Club Secretary within 14 days of the decision being communicated in writing to the parties concerned. An appeal will be heard within 14 days of the date of the making of such appeal.
- 5.5 The laws of Table Tennis as defined by TTE shall apply at all times.



6 General Meetings

6.1 Annual General Meeting

6.1.1 An AGM of the Club shall be held by the end of June in each year

6.1.2 Business transacted at the AGM shall include (but not be limited to):

- a) Minutes of the last AGM and any subsequent SGM
- b) Treasurer's financial statement
- c) General Secretary's Report
- d) Election of Committee and other Officers
- e) Amendments to Rules
- f) Level of fees and subscriptions for the forthcoming season

6.1.3 All members shall be entitled to attend and vote at the AGM.

6.1.4 At least 28 days' notice shall be given to all members of the AGM.

6.1.5 Proposed amendments to the rules should be notified to the Secretary at least 21 days before the date of the AGM.

6.2 Special General Meeting

6.1.6 An SGM may be called by the Committee or upon written request to the Secretary signed by at least 15 members or one third of the total current membership whichever is the greater.

6.1.7 At least 14 days' notice shall be given of an SGM.

6.1.8 Powers and voting shall be as for an AGM.

6.1.9 Only the business for which an SGM has been called may be discussed.

7 Finances & Accounting

7.1 Individuals may become members of the Club by payment of the appropriate membership fee or by being elected an Honorary Life Member.

7.2 No person may play at the Club until the appropriate membership fee (and any outstanding monies owing if relevant) has been paid.

7.3 All monies shall be held in an account as defined by the Committee and controlled by the Treasurer and at least one other official as defined by the Committee.

7.4 The financial year of the Club shall run from 1st June to 31st May in each year.

7.5 Club Officials shall be entitled to expenses subject to approval of the Executive Committee.

7.6 Club membership fees are currently £1 seniors and juniors, payable as a notional payment with their first payable session whereupon a membership form of their contact details will be completed. Members will remain on Junior payments whilst in fulltime education.

7.7 The club will pay the league fees for each member registered to represent us in local league matches.

7.8 Thursday and Sunday Practice and Coaching fees: Seniors £5 per session and Juniors £3 per session. If members attend both the Thursday and Sunday session of that week, then the Sunday fee will be Senior £3 and Junior £2. External Coaching fees will be as determined by the committee.

7.9 League members will annually register and pay their own fees with TTE.

7.10 Playing fees as agreed by the Committee at the start of each season shall be payable in addition to the Club membership fee by all Non - league playing members.

7.11 Any revision to the above fees after any forthcoming AGM or SGM will be advised to all Members via e-mail, Committee minutes or in writing by the Secretary and the Constitution duly amended.

8 Membership

8.1 All players will confirm continued membership each year by completing a membership renewal form not later than 31st August in each year.

9 Fixtures

9.1 Team captains shall be responsible for ensuring that all fixtures are played on the stated date where possible.

9.2 Notice of any postponed matches and re-arrangements must be provided to the Club Secretary or Chairman, plus the corresponding League's Match Secretary. If a match is cancelled or conceded the defaulting Club team shall be responsible for the associated match fees as if the game had been played unless this is waived by the relating Leagues' Committee.

9.3 All rearranged matches must be agreed with and confirmed by the Club Secretary or Chairman before the match is confirmed with the opposition. On confirmation, the corresponding League's Match Secretary must also be informed.

9.4 All bookings for the Club will be the responsibility of the club Secretary or Committee Members.

10 Rules

10.1 No addition to, or alteration or rescission of the rules shall be effected unless at the AGM or at an SGM convened for that purpose. Any proposition for amendment of the rules must be formally proposed and seconded and given to the Secretary at least 7 days prior to the meeting.

10.2 Should any member be accused of breaking Club rules or bringing the Club or the game of Table Tennis into disrepute the matter will be discussed by the Committee whose decision shall be final, subject to appeal as detailed under Rule 5.4.

10.3 Any player may be suspended from the privileges of membership of the Club subject to the right of appeal as defined by Cambridgeshire County TTA and/or TTE Rules.

10.4 Any point upon which these Rules are silent shall be left to the discretion of the Executive Committee.

11 Dissolution

11.1 In the event of the dissolution of the Club all assets remaining after the discharge of its liabilities shall be placed with Burwell Community Sports Center who will hold them secure for a period of five years pending a reforming of the Club. Should this not occur within five years the assets shall revert to Burwell Community Sports Centre.

Chairman's Signature: K. Richardson

Date: 22-Nov-17

