

**COLEBRIDGE YOUNG PEOPLE'S CLUB**  
**Incorporating COLEBRIDGE TABLE TENNIS CLUB**

**CLUB RULES – effective from 27<sup>th</sup> June 2018**

**1. NAME**

1.1 The name of the Club shall be Colebridge Young People's Club ("The Club") and shall be a registered charity in accordance with the rules of The Charity Commission.

**2. AFFILIATION**

2.1 The Club shall be affiliated to:

- a) The National Association of Girls and Boys Clubs (NAGBC); and
- b) Table Tennis England (TTE).

**3. OBJECTS**

3.1 The objects of the Club shall be:

- a) To allow and assist all members to practice, play and promote the sport of Table Tennis; and
- b) To encourage and assist junior members to participate in other activities that may benefit their physical, mental and social wellbeing.

3.2 At all times, the Club will operate in accordance with equality and safeguarding policies of the TTE and NAGBC.

**4. ACTIVITIES**

4.1 The Club shall promote competition by affiliation to any leagues, associations or other competition, as the Committee shall decide. If the Committee deems it appropriate to do so, any team may be entered in the name of Colebridge Table Tennis Club.

4.2 In the exercise of such activities, members will be expected to observe the appropriate Code of Conduct at all times. Members found to be in breach of such Code(s) will be liable to suspension or other sanction as the Committee see fit.

**5. MEMBERSHIP**

5.1 Membership of the Club shall be open to anyone interested in the sport regardless of age, sex, disability, ethnicity, nationality, sexual orientation, religion or their beliefs. However, limitation of membership is allowable on a non-discriminatory basis.

5.2 The Committee may refuse membership, or remove it, where such membership would be detrimental to the aims and activities of the Club, or likely to bring the Club or sport into disrepute. Appeal against refusal or removal may be made to the TTE in accordance with its rules.

5.3 The Club shall have two classes of membership:

- a) Full Members – Eligible to participate in all of the Club's activities on the payment of subscriptions and/or fees.
- b) Associate Members – Eligible to participate in the Club's activities on an occasional basis and/or support the Club in some way; paying such subscriptions or fees when necessary.

5.4 Membership shall be further divided into three categories based on their ages on 1<sup>st</sup> September each year, namely;

Senior members (above 25 years);  
Young person members (19-25 years) and  
Junior members (under 19 years).

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

## **6. MANAGEMENT COMMITTEE**

**6.1** The Club shall be administered by a Management Committee ("The Committee") consisting of its officers and not more than two other members.

**6.2** The Committee will be elected by ballot at the Annual General Meeting.

**6.3** The Committee will arrange to meet on a regular basis at least every three months.

**6.4** The Committee will fulfil all roles necessary to comply with Sport England Clubmark requirements, which shall be administered between members as the Committee sees fit.

**6.5** The Committee shall have the power to appoint Sub-Committees and co-opt members for specific purposes or to fill vacancies.

**6.6** All Committee members shall be Trustees in accordance with the Charity Commission Rules.

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

**6.8** The Committee shall be the sole authority for the interpretation of these rules.

## **7. OFFICERS**

**7.1** The Officers of the club are:

- a) President;
- b) Chair;
- c) Secretary;
- d) Assistant Secretary;
- e) Treasurer;
- f) League Secretary;
- g) Coaching Officer; and
- h) Youth Leader.

**7.2** The duties of the Officers are to be decided by the Committee.

## **8. MEETINGS**

**8.1** The Chair or (in his/her absence) another member chosen at the meeting, shall preside.

**8.2** Each member shall be entitled to one vote upon every resolution, and in the event of a tie, the Chair shall have the casting vote.

**8.3** Except as otherwise provided in these Rules, every resolution shall be decided by a simple majority of votes cast on a show of hands.

### **8.4 ANNUAL GENERAL MEETINGS (AGM)**

**8.4.1** The AGM shall be held in June or July each year; the date and time to be fixed by the Committee and notified to each member at least 28 days in advance, unless it is deemed an emergency.

**8.4.2** The quorum for all General Meetings is not less than one quarter of all members being present at such a meeting.

**8.4.3** The members will elect the Officers and Committee.

**8.4.4** The Treasurer will produce accounts of the Club for the latest financial year, audited, as the Committee shall decide.

**8.4.5** The Committee will present a report on the Club's activities since the previous AGM.

**8.4.6** The members will appoint a suitable person to audit the accounts.

**8.4.7** Any member wishing to propose any resolution at the AGM shall give written notice to the Secretary at least 21 days before the meeting.

### **8.5 SPECIAL GENERAL MEETINGS (SGM)**

**8.5.1** A SGM may be held on submitting to the Secretary a written request, with reasons, signed by not less than 10 of the members, or at the request of the Committee.

**8.5.2** The SGM will be held within 24 days of receiving the request and members will be given at least 7 days notice of the date, time and venue of the SGM.

## **9. FINANCE**

**9.1** The amount of session fees, match fees and annual subscriptions shall be determined by the Committee and ratified at the AGM.

**9.2** The Treasurer shall be responsible for collecting fees and subscription and maintaining an account on behalf of the members at a bank or building society.

**9.3** Any expenditure of Club funds must be authorised by the Committee.

**9.4** All cheques drawn against Club funds shall be signed by the Treasurer and one other officer. There shall be at least three signatories agreed with the bank.

**9.5** The financial year shall run from 1 April to 31 March and an annual financial report shall be presented at the AGM.

## **10. ALTERING THE CLUB RULES**

**10.1** Amendments to the Club Rules may be made only at an AGM, with proposals submitted in accordance with Rule 8.4.7, and carried by a two thirds majority vote.

**10.2** No alteration may be made to the Club Rules, which shall have the effect of causing the Club to cease to be a Charity at Law.

## **11. DISSOLUTION**

**11.1** If at any meeting a resolution is passed calling for the dissolution of the Club, a SGM shall be called to discuss and vote on the proposal.

**11.2** Any resolution calling for dissolution may only be carried by a two thirds majority vote at a SGM.

**11.3** If a resolution calling for dissolution is carried, the Committee shall proceed to realise the assets of the Club and discharge all debts and liabilities.

**11.4** Any remaining assets shall be given or transferred to the CYP to be used for similar charitable projects in the district.

## **12. INSURANCE**

**12.1** The Club shall insure the Club building and its contents against loss and damage, and ensure that adequate insurance cover is provided for Property Owners and Civil Liability risks.

**12.2** All members shall comply with the terms of the insurance, a copy of which shall be displayed in the Club premises.