

Woking Leisure Centre 50+ Club

CONSTITUTION

ARTICLE I NAME OF CLUB:

The name of this club shall be **Woking Leisure Centre 50+ Club** which will use the facilities provided by Woking Leisure Centre and Pool in the Park.

ARTICLE II PURPOSE OF CLUB:

The purpose of the club is to provide a forum for enjoyment and exercise for all over the age of fifty years.

ARTICLE III MEMBERSHIP:

Although a club, there are currently no joining or ongoing membership fees.

Membership is open to any person over 50 years of age upon completion of a membership application form that has been accepted and registered by Woking Leisure Centre.

Attendance at sessions is subject to entrance fees decided by Woking Borough Council and paid to Woking Leisure Centre and Pool in the Park.

ARTICLE IV QUALIFICATION AND ELECTION OF OFFICERS

Section 1. Officers will be a Chairperson, Secretary, and Treasurer.

Section 2. Club elections will be held at the Annual General Meeting (AGM).

Section 3. The election will be done by show of hands (or by secret ballot as appropriate) by club members in attendance at the AGM following a proposal and second plus agreement by the candidate.

Section 4. All officers are elected for a period of one year, but may stand and be re-elected to the same office or another office the following year.

ARTICLE V DUTIES OF THE OFFICERS

Section 1. Chairperson

Preside over all meetings. Call special meetings. Oversee all committee activities and ensure that the Committee, as a whole, carries out the provisions of the constitution.

Section 2. Secretary

Record and keep accurate minutes of all meetings. Act as correspondence clerk.

Print and distribute agenda for all meetings.

Section 3. Treasurer

Handle funds and finances for club. Keep financial records and collect monies due.

Pay bills and release funds as voted by the committee.

Make financial reports at all meetings.

ARTICLE VI COMMITTEE

Section 1. The affairs of the Club

Shall be controlled by a committee comprising the Officers of the Club plus up to three other members elected from, and by, the club members at the AGM and one member appointed by Woking Leisure Centre to be its representative. The committee shall meet at agreed intervals but not less than four times per year and the quorum for such meetings shall be five.

Section 2. Duties of the committee

To control the affairs of the Club on behalf of the members. At the discretion of the committee, these affairs may include events, trips and competitions outside the confines of Woking Leisure Centre and Pool in the Park.

To appoint sub committees and chairpersons as and when required.

To co-opt additional members to the committee if required.

To keep accurate accounts of the finances of the Club through the Treasurer. The Club shall maintain a bank current account (and deposit account if required). Any two of the Chairperson, Secretary and Treasurer shall be authorized to sign Club cheques jointly. The financial records should be available for reasonable inspection by members and should be independently examined before every AGM.

To formulate policy of the club between regular meetings and in case of emergencies, subject to approval of the general membership.

To make decisions on the basis of a simple majority vote.

ARTICLE VII GENERAL MEETINGS

Section 1. The Annual General Meeting of the Club shall be held not later than the end of April each year. Twenty-one clear days' written notice shall be given to the members by posting a notice on the Club notice-board and by announcing the date of the meeting at each session of the Club. The Secretary shall circulate or give notice of the agenda for the meeting to members not less than 14 days before the meeting. Members must advise the Secretary in writing of any other business to be moved at the AGM at least 7 days before the meeting.

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Section 2. Nomination of candidates for election to the committee shall be made in writing to the Secretary at least 7 days in advance of the AGM date. Nominations can only be made by club members and must be seconded by a club member. In the absence of nominations prior to the meeting, nominations may be taken from the floor. All nominations shall have the consent of the nominee.

Section 3. The business of the AGM shall be to:

Confirm the minutes of the previous AGM and deal with matters arising.

Receive the annual report of the Secretary and/or the Chairperson.

Receive the accounts together with the Treasurer's report.

Elect the Officers of the Club and other committee Members.

Transact such other business received in writing by the Secretary from Members and included on the agenda.

Section 4. At all general meetings the chair will be taken by the Chairperson, or, in his/her absence, by a deputy appointed by the members attending the meeting.

Section 5. Decisions made at a general meeting shall be by simple majority of votes from those members attending the meeting, excluding the Chairperson. In the event of equal votes, the Chairperson shall have the casting vote or alternatively in his/her discretion he/she may direct a written poll.

Section 6. A quorum for a general meeting shall be 16 members including 2 from the Chairperson, Secretary and Treasurer.

Section 7. Each member of the Club shall be entitled to one vote on any separate issue at general meetings.

ARTICLE VIII DISCLAIMER OF LIABILITY OF THE CLUB AND ITS COMMITTEE MEMBERS

As part of its object in providing a forum for social enjoyment and exercise for its members, the committee and committee members may from time to time organize social activities, walks, trips and tours, taking place outside the Woking Leisure Centre, for the benefit of club members who wish to participate. Whilst the Club and its committee members will use their best endeavours to see that proper established venues and bus, coach & train companies are used for such trips, and walks are arranged bearing in mind the agility and age spectrum of members, no liability will attach to the Club or its committee members for the organization and/or running of social activities, trips, tours and walks, nor will the Club or its committee members be liable for any club member or their guests participating in such activities. All club members and their guests participating in such activities do so entirely at their own risk.

ARTICLE IX DISSOLUTION

If the committee decides that it is necessary or advisable to dissolve the Club it shall call a meeting of all members of the Club of which not less than 21 days' notice (stating the terms of the resolution to be proposed) shall be given. If the proposal is confirmed, by a two-thirds majority of those members present and voting, the committee shall have the power to realize any assets held by or on behalf of the Club. Any assets remaining after satisfaction of any proper debts and liabilities shall be given or transferred to a Charity as the members of the Club may determine or failing that shall be applied for some other charitable purpose.

ARTICLE X AMENDMENTS TO CONSTITUTION

Any amendment must be approved at the AGM by not less than two-thirds of the members present. The notice of the AGM must include notice of the resolutions setting out the terms of the amendment proposed.