



Radlett Lawn Tennis & Squash Club  
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Dear Member,

## **EXTRAORDINARY GENERAL MEETING WEDNESDAY 21<sup>st</sup> March 2018**

You will find attached notice of a forthcoming Extraordinary General Meeting to be held at RLTSC on Wednesday 21<sup>st</sup> March 2018. As explained in the notice, the General Committee is proposing to spend a substantial amount of money on resurfacing tennis courts 7-9 and floodlighting two of these courts. The present courts are now in need of repair and need to be resurfaced and reconstructed to make them playable all year round.

While resurfacing these courts the Club will be fencing off one of the courts to provide designated Mini Tennis and multi-sports facilities to be used by members (this court will not be floodlit). This will provide an alternative sports area for the Members to use. The practice wall will also be upgraded.

Court 7 will become a dedicated Junior and multi-sports area. In the future, land behind these courts, given permission and finance, could become full sized tennis courts.

To achieve the floodlighting on courts 8-9, the Club is more than likely also going to have to change at least 3 of the courts which are presently floodlit to LED lights. The electrical load at the Club with the present halogen lights is already at its limit. This of course will be checked before spending any money on new LED lights. It might be decided to change all of the lights to LED as this will reduce our electricity bill substantially (50% of present costs) and make the Club more environmentally friendly.

You will notice that the figure is £222,120 including VAT, which is irrecoverable and has been broken down into sections. The figures are provisional as some of these quotes were obtained over six months ago.

To enable the Committee to move forward and to go out to tender, the Committee needs approval as the amount is in excess of 25% of the Club's income.

The Club has had a donation of £60,000 from a benefactor and is in the final stages of obtaining a grant of £25,000 from Sport England to create the multi sports area. The Club also has total funds of £235,000 in the bank (including the £60K donation).

The Committee would, after tender, decide upon the most appropriate use of the Club funds and only commit to the full outlay if it was deemed necessary. The Committee is also aware of the need to maintain a suitable level of cash reserves

and would commit to maintain a cash buffer of at least £50,000 at all times throughout this development process. This would be achieved through managing the timing of the development in line with the cash generation of the club and any future grants or loans which may be received to help fund this development.

We might find that, with the recent renovation to the Clubhouse and the conversation to LED lights on the squash courts, the load has been reduced enough and that courts 1 – 6 will not be changed to LED, which would reduce the costs by £40,000.

I would remind you that as this is an EGM, the only business discussed will be this proposal, plus the two proposed changes to our Constitution.

Any other matters will need to wait until the club AGM, which will be held at **8:15pm on Wednesday 21<sup>st</sup> March 2018**.

On behalf of the General Committee, I hope that we will see as many members as possible at this meeting. This is your club, and this is your chance to get involved.

Regards

Simon Spalter  
Chair of Trustees, RLTS

February 2018

## **EXTRAORDINARY GENERAL MEETING**

**NOTICE IS HEREBY GIVEN of an Extraordinary General Meeting of the Radlett Lawn Tennis & Squash Club to be held at 7.45pm on Wednesday 21<sup>st</sup> March- at the Clubhouse, 425 Watling Street, Radlett, WD7 8JG.**

### **AGENDA**

**1. Apologies for absence.**

**2. Proposal: To approve expenditure of up to £185,100 (exclusive of VAT) to resurface tennis courts 7-9, floodlight courts 8 – 9 and upgrade lights to LED on courts 1- 6, including work on the base and the laying of a new tarmac surface and running new electrical supply to courts 7-9. This to be paid for out of club funds with donation and grant.**

**This is in accordance with paragraph 10 d) of the club constitution which states:**

“The power of the Trustees to incur expenditure on any one item or project of a capital or non-recurring nature shall be limited to 25% of the total annual subscriptions due from all classes of Members on the First of May of the Membership year in which such expenditure is to be incurred.

Expenditure on any one item or project of a capital or non-recurring nature in excess of such figure shall require an Extraordinary Resolution passed at an extraordinary General meeting by at least two-thirds of the Members other than Junior Members actually present and voting at the meeting.”

### **3. Proposal: Constitution**

Current wording:

9. “Expulsion Any Member deemed by the Committee to be guilty of conduct prejudicial to the interest of the Charity may be suspended (for a fixed term) or expelled from Membership of the Charity by resolution of the Committee. An appeal may be lodged in writing with the Hon. Secretary within seven days of receipt of notice of expulsion. This appeal shall be signed by at least twelve Members of the Charity. The Hon. Secretary shall then convene an Extraordinary General Meeting in accordance with Rule 12(b) to hear the grounds of the appeal and if at such meeting a resolution is passed reversing the decision of the Committee the expulsion shall be void and the Member shall be forthwith re-admitted to Membership. “

**We propose that this be changed to the following:**

9. Complaints: Upon receipt of any written complaint about the behaviour or actions of any member, the Committee may, having notified the member, set up an ad hoc disciplinary sub-committee of 3 Committee members to interview the member, who may be accompanied. Having done so, it is to report to the General Committee, which shall decide

that either (1) no further action is required or (2) a note regarding the complaint should be kept on file for 3 years, during which time it may be taken into consideration if further complaints are received or (3) the member should be suspended for up to 3 months or (4) the member should be expelled from the Club.

Members who are expelled may appeal in writing to the Hon. Secretary within seven days of receipt of notice of expulsion. This appeal shall be signed by at least twelve Members of the Charity. The Hon. Secretary shall then convene an Extraordinary General Meeting in accordance with Rule 12(b) to hear the grounds of the appeal and if at such meeting a resolution is passed reversing the decision of the Committee the expulsion shall be void and the Member shall be forthwith re-admitted to Membership.

#### **4. Proposal: Constitution**

The existing Constitution says the following, under "Management of the Charity":

10. The Trustees a) The Charity shall be managed by a General Committee, the Members of which shall be the Trustees of the Charity ("the Trustees"), and which shall comprise not more than thirteen persons being such Members as are elected to fill the following positions namely, **President**, Hon. Chairman, Hon. Treasurer, Hon. Secretary, Hon. Membership Secretary, Hon. Tennis Chairman and Hon. Squash Chairman and other such Members not being more than six in number, as are elected to the Committee.

We propose that this section to be changed to the following, i.e. the President is removed from this list:

10. The Trustees a) The Charity shall be managed by a General Committee, the Members of which shall be the Trustees of the Charity ("the Trustees") and which shall comprise not more than twelve persons, being such Members as are elected to fill the following positions namely, Hon. Chairman, Hon. Treasurer, Hon. Secretary, Hon. Membership Secretary, Hon. Tennis Chairman and Hon. Squash Chairman and other such Members not being more than six in number, as are elected to the Committee.

We also propose the following additions to sections 11 and 12:

11. Election and Retirement of Trustees a) The Trustees shall be elected individually at the Annual General Meeting in each year and, subject to termination of office by resignation or otherwise, shall remain in office until the conclusion of the Annual General Meeting next following their election. b) The Trustees may co-opt any Member of the Charity to fill a casual vacancy or as an addition to the Trustees but so that the number of Trustees shall not exceed the number provided for in Rule 10(a). c) The Trustees shall retire each year at the Annual General Meeting but shall be eligible for re-election. d) **the President, while not a Trustee, shall be elected at the Annual General Meeting and, subject to termination of office by resignation or otherwise, shall remain in office for five years following their election.**

12. The Chairman of any General Meeting of the Charity shall be the President or if he or she should not be present the Hon. Chairman or if neither be present such Member of the Charity as shall be nominated by the Trustees. **The President may attend General Committee meetings by invitation but is not permitted to vote.**

**By order of the General Committee**  
**Dermot Wickham – Hon Secretary**

**19 February 2018**

## **NOTES**

- A. Copies of the Club Constitution and Rules will be available in the Clubhouse prior to the meeting.**
- B. Only one copy of this notice is sent to each household. Please ensure that each member in the household is aware of its contents.**
- C. Junior members may attend the meeting and have limited participation, but are not entitled to vote.**