

Watsonian Squash Rackets Club

The **Watsonian Squash Rackets Club** is an independent Section of The Watsonian Club, a Company Limited by Guarantee and in the pursuit of its objects, shall abide by any rules established by The Watsonian Club affecting its sections generally.

The Constitution was approved by The Watsonian Council on 6 November 2019 and adopted by the Club at its Annual General Meeting (**AGM**) on xxx.]

1. Naming and Title

The Section shall be called the “**Watsonian Squash Rackets Club**”, abbreviated in print and commonly referred to as “WSRC” or the “Watsonian Squash Club”.

2. Purpose

The purpose of the Club shall be to encourage the playing of the game of squash rackets.

3. Office Bearers

The elected Office Bearers of the Club shall consist of:

- i. Honorary President
- ii. Honorary Vice-Presidents
- iii. President
- iv. Ladies' Captain
- v. Men's Captain
- vi. Honorary Secretary
- vii. Honorary Treasurer
- viii. Honorary Match Secretary

Nominations for positions i. and ii. can only be made by the Committee. Two or more offices may be filled by the same person. The Office Bearers shall retire annually at the AGM and shall be eligible for re-election.

4. Committee

The direction and control of the affairs of the Club shall be delegated to a Committee, which shall consist of the President, Ladies' Captain, Men's Captain, Honorary Secretary, Honorary Treasurer, Honorary Match Secretary and up to three other elected Members.

The Committee shall:

- i. be elected by the Members of the Club at each AGM;
 - ii. retire annually and shall be eligible for re-election; and
 - iii. have the power to fill vacancies and any person so appointed shall serve until the next AGM and shall be eligible for re-election.
- i. It shall appoint annually representatives to the appropriate Watsonian Club committees.

The Sections Convener of the Watsonian Club and the staff member in charge of Squash Rackets at George Watson's College shall be 'ex officio' members of the Committee without a vote.

The Committee shall govern the affairs of the Club throughout the year and shall have power to frame bye-laws for the general conduct of this Club, to regulate participation in Club teams and competitions, to regulate the number of members, and to regulate the use of the squash courts at Myreside. At all meetings of the Committee three shall constitute a quorum.

5. General Responsibilities of the Committee

The Committee shall meet not less than once a year and its responsibilities shall include:

- i. overseeing the activities undertaken in the name of the Club;
- ii. making suggestions of ways in which the Club's purpose, aims and objectives can be furthered; and
- iii. Ensuring that the funds of the Club are appropriately managed and deployed.

In furtherance of carrying out the foregoing delegated duties, the Committee (acting though the Office Bearers) shall be empowered to enter into such contracts or other agreements as may be desirable or necessary in the interests of the Club. If and when necessary, the Committee may also appoint Sub-Committees.

6. The President

The responsibilities of the Club President shall be to:

- i. chair meetings of the Committee and Club;
- ii. exercise a casting vote, as required, in the event of a tie, and where a deliberative vote has already been cast;
- iii. provide a point of reference/advice to the School on matters relating to the Club;
- iv. promote the Club and its objectives; and
- v. represent the Club at School occasions.

All meetings shall be presided over by the President or, in his absence, by a Chairman to be elected by the meeting.

7. The Honorary Secretary

The responsibilities of the Club Secretary shall be to:

- i. give notice of meetings of the Club or Committee;
- ii. keep an accurate record of all proceedings of the Club;
- iii. attend to correspondence;
- iv. maintain an up-to-date membership database containing contact details and relevant information pertaining to each Member. Such a database shall be kept in accordance with current General Data Protection Regulations (GDPR);
- v. keep charge of books, papers and records of the Club; and
- vi. ensure copies of all minutes, papers, annual report and accounts are submitted annually to The Watsonian Council.

8. The Honorary Treasurer

The responsibilities of the Club Treasurer shall be to:

- i keep a detailed account of all financial matters pertaining to the club;
- ii prepare and submit a financial statement to the Annual General Meeting and to arrange its review in accordance with paragraph 10 below.

The financial year of the club shall commence on 1st May of each year.

9. Membership

The Club shall consist of two classes of Member, namely: Ordinary and Honorary. The number of members may be restricted in accordance with the Club bye-laws.

Ordinary Membership

Ordinary Membership shall consist of:

- Life Members, Annual Senior and Junior Members, Temporary Members and Non-Playing Members who are members of the Watsonian Club (current or former member of staff; former pupil of George Watson's College, George Watson's Ladies College and John Watson's School; or current parent) or current pupil at George Watson's College.
- Invited Playing Members who are admitted to membership by the Committee.

Honorary Membership

The Committee may recommend for election to Honorary Membership of the Club any person who has rendered special service to the Club, the School or the former schools, or who has particularly advanced the purposes of the Club. Honorary Members shall be entitled to all the privileges of membership, except they may not vote at meetings. Honorary Members shall be exempt from payment of the annual subscription fee.

10. General Meetings

Annual General Meeting

- i. The Annual Meeting of the Club shall be held not later than 30th June in each year. At that meeting a current financial statement shall be submitted; Office Bearers and members of the Committee for the ensuing year shall be elected; and any other competent business transacted.
- ii. Notice of any business to be submitted at the Annual Meeting must be in the hands of the Honorary Secretary not later than one month prior to the Annual Meeting and shall be included in the notice calling the meeting

- iii. All meetings of the Club shall be called by Circular issued at least seven days prior to the date of the meeting.
- iv. Ten members of the Club, or one quarter of the Club membership, whichever is the lesser, will form a quorum at any General Meeting of the Club.

The Club's accounts shall be reviewed by an independent, suitably knowledgeable volunteer and shall be available to Members from the Treasurer at, or shortly after, the Meeting. The Office Bearers, the Committee and the independent volunteer shall be elected, and any other competent business transacted.

Extraordinary General Meeting

An Extraordinary Meeting of the Club shall be called by the Honorary Secretary at the request of the Committee or on the requisition in writing of no fewer than twenty members of the Club. The object of calling such a meeting shall be specified in the requisition and in the notice calling the meeting. No other business shall be transacted at the meeting.

11. Subscriptions

The annual subscription to the Club, which is due and payable on 1st August, shall be such sum as may be fixed from time to time by the Committee and confirmed at the AGM of the Club. No person shall be admitted to the privileges of the Club until their subscription has been paid.

12. Expulsion

Any Member whose conduct is materially prejudicial to the interests of the Club, The Watsonian Club, or George Watson's College, may be expelled or suspended from Membership by the Committee. Any Member aggrieved by such a decision may appeal at the next AGM, so long as the Member has given twenty-one days' notice of the intention to do so to the Honorary Secretary. Suspension involves the loss of all rights and privileges of membership.

13. Funds and Investments

The fund(s) of the Club shall be kept in such a manner as the Committee may determine and be used for the benefit of the Club as deemed appropriate by the Committee. All investments of the Club shall be in the name of the President, Vice President, Secretary and Treasurer for the time being as trustees of the Club or as prescribed by the bank or other institution holding any such investment. Any transactions relating to the investments of the Club shall require the signature of two trustees. Proper books and accounts shall be kept by the Treasurer showing the Club's financial affairs. Those books and accounts shall be reviewed annually by an independent, suitably knowledgeable volunteer, duly appointed at the AGM. Such volunteer may receive (but will not be entitled to) remuneration as the Committee may determine from time to time.

14. Property and Insurances

Any property or assets purchased by the Club, or gifted to the Club by members or others, can only be sold or disposed of where prior agreement has been given by The Watsonian Council. The Committee shall arrange appropriate insurances for Club medals and other such property. The Committee shall arrange appropriate insurance for Club property and meetings and other events run by the Club at its discretion. Such insurances may be inspected by any Member of the Club upon request to the Secretary.

15. General Data Protection Regulation (GDPR)

The Club shall comply with all applicable data protection and privacy legislation in force from time to time in the UK including (without limitation) the Data Protection Act 2018 in all matters relating to the collection, retention and processing of personal data of Members and other persons associated with Club activities. Such data shall only be used for lawful purposes and shall only be available to the Committee in relation to their duties and responsibilities. The Secretary shall maintain an up-to-date, secure database containing such information and shall regularly check the accuracy of data it holds.

16. Health and Safety

The Club shall remain aware of its responsibilities pertaining to the health and safety of its Members in connection with events run by the Club. The Club shall appoint a 'Person in Charge' for each event whose role shall be, amongst others, to ensure that all matters relating to the Health and Safety of Members, guests and members of the public have been properly assessed and any risks mitigated appropriately.

17. Child Protection

The Club shall remain aware of its responsibilities pertaining to child protection and safeguarding in connection with events run by the Club. It shall act in accordance with the policies and practice of George Watson's College at any event where pupils of the School may be present.

18. Alterations to the Constitution

The Rules shall not be altered unless with the consent of no fewer than two thirds of the members present and voting at the Annual Meeting or at an Extraordinary Meeting called for the purpose. Notice of any proposed alterations, together with the names of the proposer and seconder, shall be intimated by the Honorary Secretary to the Members of the Club not less than twenty-one days prior to the Meeting. Any Member of the Club wishing to propose an amendment to any proposed alterations of the Constitution shall give a notice thereof, in writing, together with the name of a seconder, to the Secretary at least seven days prior to the date of the Meeting. There shall be no obligation on the Secretary to circulate such amendments so intimated. Amendments of a minor nature may be intimated from the floor at the Meeting without notice, so long as two-thirds of those present agree that the matter can be discussed and voted upon.

A copy of any amended Constitution shall be communicated to The Watsonian Club and only after approval can any changes be formally adopted by the Club.

19. Use of Courts

Members of the Club and pupils attending George Watson's College shall be permitted to make use of the courts at such times and on such conditions as may be arranged by the Committee of the Club and a representative of George Watson's College. Times will be displayed in the Byelaws posted on the Club noticeboard.

20. Dissolution

No motion for dissolution of the Club shall be considered except at an Extraordinary General Meeting called for the purpose of dissolution. Such motion shall require the support of not less than three quarters of the Members of the Club present and voting.

In the event of such a motion being carried, all funds and assets of the Club including all paper records, minute books and other items or artefacts that may be relevant for acquisition by the George Watson's College Historical Archives and Collections will be ingathered, the Club's debts will be settled in full, final accounts will be prepared and any surplus of funds will be donated to George Watson's College for the development or furtherance of sports activities in a manner to be agreed upon between the Committee and the School Principal.

Updated: 17 July 2022