

RULES

SOUTH LONDON SWIMMING CLUB

The Club was formed in August 1906 by swimmers at Tooting Common Open Air Swimming Bath (known today as Tooting Bec Lido). Membership was extended to women in July 1931. The chief objectives of the Club were to provide tuition in swimming and diving, to promote classes for teaching lifesaving and to encourage healthy exercise and social interaction.

(adapted from an earlier version of the Club constitution circa 1938)

----- RULES -----

(as agreed at the Annual General Meeting on 21 March 2021)

Definitions and interpretation:

In these rules the following words and phrases mean as follows:

AGM	the Annual General Meeting of the members
the Club	the South London Swimming Club
the Committee	the Committee of the Club as set up according to these rules
General Meeting	an SGM (Special General Meeting) or an AGM
Junior members	members who are not yet 16 years old, but whose membership is fully paid up by the date of any general meeting
Lido	Tooting Bec Lido
Members	the members of the Club as explained in Rule 3.
Membership	all the members of the Club or a proportion of them.
the officers	the officers of the Club (committee members) as elected by the membership as explained in Rule 3.1
Chair	the person who runs a meeting
SGM	Special General Meeting of the members
Voting members	those members who are 16 years old by the date of any general meeting, and whose membership fees are fully paid up by the date of any general meeting

1.1 In these rules, unless otherwise stated:

- reference to a singular item includes a reference to the plural and vice versa
- reference to any rule means reference to a rule contained in this document
- reference to any gender implies reference to all genders
- references to people include bodies corporate (a corporate body is like a small company), unincorporated associations (i.e. a voluntary body or a sports club) and partnerships; and any reference to any party who is an individual also includes their legal representative (i.e. solicitor/lawyer)
- any reference to any decision, motion (a formal proposal) or resolution being approved, carried or ratified (agreed/made official) or set aside, reversed, or cancelled by a general meeting is presumed to comply with rules 9, 10.2 and 11.1 as the case may be.

1. Name

The name of the Club is the South London Swimming Club.

2. ***Objectives***

- 2.1 The objectives of the Club are to provide facilities for, and promote the participation of, the whole community in the sport of swimming; to facilitate and encourage the teaching, development and practice of swimming and open water swimming for its members; to promote the continued community use of Tooting Bec Lido, and to assist and advise in the management of the Lido, either in conjunction with Wandsworth Borough Council (or any other government body) or any other organisation, whether commercial or otherwise.
- 2.2 In pursuing these objectives, the Club shall treat everyone equally and with respect regardless of age, gender, racial or ethnic origin, disability, religious or philosophical belief or sexual orientation.

3. ***Membership***

- 3.1 The total membership of the Club shall not normally be limited to a certain number. If, however, the Committee considers that there is a good reason to impose a limit and restrict membership from time to time, then it shall have the authority to do so. Any such restriction must then be approved by the membership at the next general meeting.
- 3.2 Each member is expected to contribute, where possible, to the running of the Club including involvement in the management or organisation of any events or enterprises undertaken by the Club.
- 3.3 Any individual who wishes to become a member of the Club must submit an application to the Membership Secretary (parents, carers or guardians must submit an application for anyone under the age of 14) accompanied by the membership fee and any other fee required, such as the Lido pass fee (and possibly the Swim England fee).
- 3.4 The Membership Secretary has the discretion to accept or reject an application for membership. Should an application be rejected, reasons can be explained on request.
- 3.5 In the event of membership being refused, an appeal can be made to the Committee to reconsider the application at its next meeting. Any subsequent decision will be communicated as quickly as possible to the individual concerned and will be final.

4. ***Subscriptions and other fees***

- 4.1 Annual members' fees are set by the Committee for different classes of membership. Any amendments to classes of membership shall be ratified by the membership at a general meeting. Should such amendments not be ratified at a meeting, then the classes of membership will revert to the classes in use (as approved by the membership) before any such meeting.
- 4.2 The full annual membership fee shall be due on joining the Club irrespective of the date of joining, and on the next and subsequent 1st day of April each year.
- 4.3 A member who fails to pay the relevant subscription, or other fee due, by 1 May in any year, may be suspended by the Committee from participating in some, or all, club activities until such payment is made. The Committee's decision in respect of such suspension is final.

- 4.4 The Committee shall have the power to set annual or season ticket fees for the Lido, event fees, training session fees or other fees as thought necessary, in line with the objectives of the Club, and according to Rule 4.1. Members will be advised in writing of any increase in fees or subscriptions and the reasons for any increase will be reported to them at the next general meeting.

5. ***Resignation***

- 5.1 Any member wishing to resign from the Club must confirm this to the Membership Secretary in writing. A member's resignation shall only take effect once Rule 5.1 has been complied with, and no refund of fees – Lido season ticket fee or Club membership fee – will be due.
- 5.2 Unless the Committee exercises its discretion to suspend in Rule 4.3, a member whose subscription is more than one month in arrears shall be deemed to have resigned.

6. ***Expulsion and other disciplinary action***

- 6.1 The Committee shall have the power to expel, suspend or discipline a member when, in the Committee's opinion, it would be detrimental to the Club for them to remain a member, or when suspension or disciplinary action is required. The Committee, in exercising this power, shall comply with Rule 6.2 below.
- 6.2 For a member to be expelled, suspended or excluded (other than temporarily), a two-thirds majority vote of the Committee, in favour of such action, will be required.
- 6.3 The Committee, or any person delegated with such power, may temporarily suspend or exclude a member from training sessions and/or other club activities, if they believe such action is in the interests of the Club. If such a temporary suspension or exclusion occurs, a Committee meeting will be convened, as soon as reasonably practicable, to decide whether to take any of the actions referred to in Rule 6.2.
- 6.4. The Committee's decision in respect of any suspension, exclusion, expulsion or disciplinary action shall be final.

7. ***Committee***

- 7.1 The Committee shall consist of:
- 7.1.1 the President, Vice President, Secretary, and Treasurer, (together "the executive officers")
- 7.1.2 the Membership Secretary and Club Captain (together the "office holders");
- 7.1.3 Six or more additional elected people, all of whom must be members, to total a maximum of 13 members.
- 7.2 Subject to compliance with Rule 9.3, the committee members shall be proposed, seconded and elected by ballot of the membership at the AGM. Election to the Committee shall be for three years.
- 7.3 Committee members must be adult or life members, although the Committee may on occasion allow other members to attend committee meetings, as observers without the power to vote.

- 7.4 Committee members may not hold more than one executive officer post.
- 7.5 In addition to the elected members of the Committee, the Committee may, by simple majority vote of those present at the relevant committee meeting, co-opt up to three further members who shall serve until the next AGM (for example, an architect working on a Lido building project). These additional, co-opted members shall not be entitled to vote and shall not be counted in establishing whether a quorum is present.
- 7.6 Any vacancy, occurring by resignation or otherwise, may be filled by the Committee at any time prior to the AGM. Any member so chosen shall not be entitled to vote and shall retire at the next AGM, although they will be eligible for election at that meeting, subject to compliance with Rule 9.3.
- 7.7 The Committee shall appoint from amongst its members, the Race Handicapper(s), Trophy Custodian, Social Secretary, Press Officer, Club Archivist or any other role where necessary.
- 7.7.1 The Committee shall appoint a member of the Club as Welfare Officer. This person must be at least 18 years of age, cannot be a committee member, and should have a fitting background for such a position according to Swim England rules. They will be required to undertake appropriate training in accordance with Swim England's child safeguarding courses. The Welfare Officer will have a right to attend committee meetings but will not have the power to vote.
- 7.8 Committee meetings shall be held not less frequently than quarterly. The quorum of meetings shall be a simple majority of current committee members (excluding co-opted members) but no fewer than four committee members, to include at least two executive officers, or one executive officer and one office holder.
- 7.9 The Committee may elect from among their number a deputy Chair.
- 7.10 Any committee meeting will generally be chaired by the President or, in their absence, the deputy Chair, or such person as agreed by a simple majority of those entitled to vote.
- 7.11 The President and the Secretary shall call meetings of the Committee, except where a committee meeting has not been convened within the last three consecutive months. In that case, any member of the Committee may request that the Secretary convenes a meeting.
- 7.12 The Secretary shall give all the members of the Committee no fewer than two days' notice (written or spoken) of a meeting. Decisions of the Committee shall be made by a simple majority of those members present and entitled to vote. In the event of equality of votes, the Chair shall have the casting or additional vote.
- 7.13 If a quorum (the minimum number of people required for a meeting to be legitimate) is not reached within thirty minutes of the published start time of a committee meeting, the meeting shall be adjourned to a later date and time, decided by the Chair. If a quorum is not reached at the subsequent meeting, then those committee members present may call an SGM, without complying with the conditions of Rule 10.2.

- 7.14 The Secretary, or other appointed committee members, shall take minutes of meetings. Minutes will be distributed to all committee members before, or at the next, committee meeting, and shall also be available for inspection by any member, who makes a written request to the Secretary or President. The minutes will be made available within 14 days of the request.
- 7.15 The Committee may, from time to time, create such sub-committees as it considers necessary, from among the members of the Committee or other members, conferring upon such sub-committees appropriate powers as it sees fit. Sub-committees shall not have the authority to call general meetings or to conclude contracts on behalf of the Club or to commit the funds of the Club without the express authorisation of the Committee.
- 7.16 All executive officers, office holders or other members of the Committee or sub-committees and their members shall report their activities to the Committee when requested to do so, and shall conduct their business in accordance with the directions of the Committee.
- 7.17 The Committee shall be responsible for the management of the Club and shall have the sole right of appointing and determining the terms and conditions of service of employees or contractors of the Club.
- 7.18 The Committee shall have power to enter into contracts for the purposes of the Club on behalf of all the members.
- 7.19 The Committee shall be responsible for ensuring that the accounts of the Club for each financial year be examined by two independent examiners, to be appointed by the members in the AGM.
- 7.20 Subject to Rule 13, the Committee shall also have power to introduce new rules and to settle disputed points not otherwise provided for in these rules.
- 7.21 The members of the Committee shall be indemnified by the members against all liabilities properly incurred by them in the management of the affairs of the Club.
- 7.22 Any person nominated for a place on the Committee must also be nominated for the equivalent position on the Committee of any Swim England-affiliated swimming club based at the Lido (SLOW SC). Any person retiring from the Committee or who otherwise leaves the Committee must also resign from the committee of the Swim England-affiliated swimming club based at the Lido from the date on which the resignation from the Committee takes effect.

8. *Officers and honorary members*

- 8.1 The Committee may elect any person as an honorary member of the Club for such period as it thinks fit. Such a member shall be entitled to all the privileges of membership except that they shall not be entitled to vote at meetings, nor serve as officers or on the Committee unless they are also a member of the Club .
- 8.2 An honorary member will not be required to pay the membership fee but shall not be exempt from paying for their annual Lido, or other, pass or season-ticket unless expressly agreed by the Committee.

9. ***Annual General Meeting***

9.1 The AGM of the Club shall be held in March each year, except where extraneous events, outside the control of the Club, shall prevent this. The Committee shall decide the date of the AGM.

9.2 The purpose of the AGM is:

9.2.1 – to receive the President's report of the activities of the Club during the previous year

9.2.2 – to receive and consider the accounts of the Club for the previous year together with the independent examiners' report on the accounts and the Treasurer's report on the current financial position of the Club

9.2.3 – to elect, remove or keep the independent examiners (who may not be members of the Committee nor family members of a member of the Committee)

9.2.4 – to elect the executive officers and other members of the Committee in accordance with Rules 7.1 and 7.2

9.2.5 – to decide on any resolution or proposal for rule change which has been duly submitted in accordance with Rule 11.2

9.2.6 – to ratify any actions of the Committee in the period since the last AGM, according to these rules

9.2.7 – There will be no other business taken at the AGM.

9.3 Any member wishing to put a resolution or proposed rule change before the AGM must put this in writing (letter or email) so that the Secretary receives it no later than 28 days before the AGM. Nominations for election of members to any office or for membership of the Committee shall be made in writing by the proposer and the seconder to the Secretary, together with written confirmation by the nominated person of their willingness to stand for election, no later than 28 days before the AGM.

10. ***Special General Meeting***

10.1 Subject to compliance with the provisions of Rule 11.1, the Committee may call an SGM at any time.

10.2 Any member may request an SGM by submitting a request in writing, signed by no fewer than seven members entitled to attend and vote at a general meeting, or one tenth of such members, whichever is the greater. The written request shall state the purpose (motion) for which the meeting is required, and the resolutions or rule changes proposed.

10.3 Where a meeting has been requested according to Rule 10.2, the Secretary shall comply with Rule 11.1 within 28 days of receipt of such a request.

10.4 Where a member has requested an SGM according to Rule 10.2, but then exercises their right to withdraw their proposed motion after the notification referred to in Rule 11.1 has been sent out, they will be liable for postage, printing and stationery costs incurred, unless the motion withdrawal was at the request of the Committee.

11. ***Procedure for general meetings***

11.1 The Secretary shall give all members at least 14 days' written notice of a general meeting, either by email or by post – to the address on file – to include the following:

11.1.1 the date, time and place of the General Meeting

11.1.2 the agenda for such meeting, including:

- (a) details of any motions or proposals for rule changes and a statement of the rules and procedures for general meetings.
- (b) In the case of a general meeting requested according to Rule 10.2, details of such request made, the proposed resolutions and the identity of those making the request; and
- (c) In the case of an AGM (and an SGM if relevant), a copy of the examined accounts and a list of any nominations for the Committee.

The notice of meeting shall in addition be displayed on the Club noticeboard, where one exists.

11.2 The quorum for general meetings shall be one-tenth of members entitled to attend and vote at the General Meeting, or 50 such members, whichever is the fewer.

11.3 The President, or in their absence, a member of the Committee selected by the majority of the members of the Committee present, shall chair the General Meeting.

11.4 Voting members are entitled to be heard and to vote on all matters. Junior members are entitled to be heard and vote only on those matters concerning junior members, as determined by the Chair.

11.5 Motions put for consideration (except proposals for rule changes) shall be passed by the majority of those members present and entitled to vote. The Chair of the General Meeting shall have a casting vote.

11.6 The Secretary or, in their absence, a member of the Committee, shall take a register of the members attending the General Meeting together with the minutes of the meeting.

11.7 The Chair shall, at all general meetings, have the ultimate decision on every question of order and shall be, for the purpose of such meeting, the sole interpreter of the rules of the Club. The Chair's decision in this respect shall be final.

11.8 Where a motion or resolution has been proposed prior to a general meeting but the proposer no longer wishes to pursue the motion, that motion may be withdrawn. The Chair may, at their discretion, continue to place the motion or resolution before the meeting.

11.9 Where a motion or resolution has been proposed prior to a general meeting but the proposer wishes to amend that motion, the Chair of that meeting may, at their discretion, allow the amendment, provided that the proposer has confirmed this in writing.

12. ***Alteration of the rules and other resolutions***

The rules may be altered by resolution at any general meeting, complying in all respects with clause 11 above, provided that the resolution is carried by a majority of at least two-thirds of voting members present.

13. ***By-laws***

The Committee shall have the right to make, repeal (reverse) and amend such by-laws as they may from time to time consider necessary for the benefit of the Club. Any such changes shall have effect until altered by the Committee or at a general meeting.

14. ***Finance***

14.1 All monies payable to the Club shall:

- a) be received by the Treasurer or Membership Secretary and deposited in a bank account in the name of the Club. The Committee may decide on an upper limit for withdrawal of funds by the Membership Secretary or Treasurer, by cheque, debit card or other means. Such a financial limit may be altered by the Committee from time to time. Sums above any such financial limit may only be withdrawn from the bank account by cheque or other bank document, signed by two authorised signatories. At least two of the authorised signatories of the Club must be the Treasurer and Membership Secretary. Any other authorised signatories must be members of the Committee, which will have confirmed its agreement to their status as signatories.
- b) if not required for immediate use, be invested in a cash deposit account or other similar account as decided by the Committee.

14.2 The income and assets of the Club shall be used only to achieve the objectives of the Club, and no part thereof shall be paid by way of bonus, dividend or profit to any members, except as indicated in Rule 16.3.

14.3 The Committee must authorise, in advance, the payment of remuneration to any officer, member or employee of the Club and to any other person or organisation that provides a service to the Club.

14.4 The Committee must authorise the payment of expenses to any officer, member or employee of the Club and to any other person or organisation for services rendered to the Club.

14.5 The financial transactions of the Club shall be recorded by the Treasurer as considered appropriate by the Committee.

14.6 The financial year of the Club runs from 1 October to 30 September. Any change to the financial year shall require the majority approval of club members present at a general meeting.

14.7 The Committee shall retain, for a minimum period of six years, all financial records relating to the Club and copies of minutes of all meetings.

15. ***Borrowing***

- 15.1 The Committee may borrow money, on behalf of the Club, up to any pre-established limits for the general upkeep of the Club, the Club's assets, or the Lido. Additionally, with the prior approval of a general meeting, the Committee may borrow money for any other expenditure, i.e. for additions or improvements.
- 15.2 When so borrowing, the Committee shall have discretion to raise the money and secure its repayment as it sees fit, including by mortgage of, or charge upon, or by the issues of debentures (a type of long-term loan) charged upon, all or any part of the assets of the Club.
- 15.3 The Committee shall have no power to make any member of the Club individually responsible for the repayment of any sums borrowed.

16. ***Assets***

- 16.1 The assets of the Club, other than cash at the bank, shall be under the control of the Committee, which shall handle them in the best interests of the Club, as reasonably determined by the Committee.

17. ***Dissolution***

- 17.1 A resolution to dissolve the Club can only be proposed at a general meeting subject to compliance with Rules 9.3 or 10.2 and 11.1 and must specify (a) a date for such dissolution and (b) how any surplus funds should be dealt with, according to Rule 17.4. Any resolution to dissolve the Club must be carried by a majority of at least three-quarters of the voting members present.
- 17.2 The resolution specifying the recipient of surplus funds may be carried by simple majority of those voting members present at the General Meeting.
- 17.3 The dissolution shall take effect from the date specified in the resolution, and the members of the Committee shall be responsible for the winding-up of the assets and liabilities of the Club.
- 17.4 In the event of the dissolution of the Club, any assets remaining after the satisfaction of all debts and liabilities shall not be paid to, or distributed among, the members. Instead, they shall be given or transferred to one or more of the following approved sporting or charitable bodies:
- A registered charitable organisation involved in the promotion of community sport, preferably swimming.
 - Another club which is a Community Amateur Sports Club (CASC)
 - Swim England, or their successor, for use by them in connection with community sports.

18. ***Acknowledgement***

The members acknowledge that these rules constitute a legally binding contract to regulate the relationship of the members with each other, and with the Club.

The following statement shall appear on Club membership forms and must be signed or acknowledged by the member and, in the case of members under 14 years of age, must be

countersigned by a parent or guardian (the acknowledgement, signature and/or countersignature must either be given digitally as directed on the Club's website application or in such other manner as the Committee may reasonably require).

'I acknowledge receipt of the rules of the South London Swimming Club and confirm my understanding and acceptance that such rules (as amended from time to time) shall govern my membership of the Club. I further acknowledge and accept the responsibilities of membership as set out in these rules.'