

EPSOM AND EWELL SPORTS & LEISURE COUNCIL CONSTITUTION

(Revised May 2017)

1. NAME

The name of the council shall be EPSOM & EWELL SPORTS & LEISURE COUNCIL (hereinafter called the Sports & Leisure Council).

2 OBJECTIVES

The objectives of the Sports & Leisure Council shall be:

- a) To assess the sporting and leisure needs of the borough and to help with catering for those needs.
- b) To examine the need to improve existing facilities and to offer advice to the Epsom & Ewell Borough Council and other organisations on any such improvements and on the provision of new facilities.
- c) To assist with the dissemination of information on available sporting and leisure facilities and opportunities.
- d) To provide Epsom & Ewell Borough Council and any other interested organisation with a body of opinion reflecting generally the views of local sports and leisure interests on matters concerning the development of leisure activities in the borough and to act on behalf of local interests in consultation with the Council.
- e) In consultation and collaboration with Surrey County Council as the education authority and other bodies, to encourage school leavers, youths and adults to continue to take part in physical education and leisure activities.
- f) To take such action as the Sports & Leisure Council deems necessary on reports and recommendations from any organisation dealing with leisure activities in the borough.
- g) To encourage participation in, and enjoyment of, all physical activity in the borough.
- h) To help promote the pursuit of sporting excellence.
- i) To help eligible clubs and individuals by grant aid, to set up or achieve their goals in their sport and to offer advice in pursuit of other funding opportunities.

These objectives shall not be interpreted so as to conflict with the objectives of any of the bodies represented on the Sports & Leisure Council.

3 MEMBERSHIP OF THE SPORTS & LEISURE COUNCIL

The Sports & Leisure Council shall be constituted as follows:

Voting Members

- a) All members of the Committee of Sports & Leisure Council
- b) Up to two representatives from each and any sports and leisure organisation with local persons having special interest in, and knowledge of sport in the area.

Non-Voting Members

- c) Borough representative from Leisure Developments.

4. OFFICERS

The Officers of the Sports & Leisure Council who shall serve in an honorary capacity shall be: the chairman, the vice chairman, secretary, treasurer and such officers as the Sports & Leisure council may from time to time appoint. All officers shall be appointed at the AGM.

5. ORGANISATION

The Committee of the Sports & Leisure Council will:

- a) have the responsibility to deliver the objectives of the Organisation.
- b) be responsible for managing the affairs of the Sports & Leisure Council.
- c) have the necessary powers to effect a & b above.

6. THE COMMITTEE

The Committee shall consist of:

- a) The Chairman, Vice Chairman, Secretary and Treasurer.
- b) Representatives of sport and leisure.
- c) Representative for the local authority (L.D.O.)
- d) Representative for the disabled.
- e) Any other representatives appointed by The Committee.

7 MEETINGS

The Annual General Meeting of the Sports & Leisure Council shall be held during the months of April/May in order to:

- a) Receive the Chairman's remarks
- b) Receive and adopt a financial statement for the year
- c) Elect Officers and members of the Committee
- d) Review membership
- e) To consider any other matters pertinent to the meeting.

The Committee shall meet on 6 – 8 occasions per year. The agenda for the meetings will be sent no later than 7 days before. The agenda for and advice of the AGM will be sent no later than 14 days beforehand, in order to receive officer nominations.

Quorum – Four voting members shall constitute a quorum for a meeting of the Sports & Leisure Council Committee.

8 FINANCE

The Sports & Leisure Council's financial year shall run from 1st April in each year till 31st March.

9 ACCOUNTS

The Committee shall cause accounting records to be kept, these being open to inspection. The Chairman and Treasurer will be nominated signatories on all Sports & Leisure Council cheques. All cheques are to bear the signatures of these officers.

10 AMENDMENTS TO RULES

Amendments to rules may only be made at a General Meeting.

11 DISSOLUTION OF THE SPORTS & LEISURE COUNCIL

In the event of the Sports & Leisure Council being dissolved, any property or monies remaining after its debts and liabilities have been settled shall be paid to the Borough of Epsom & Ewell and used in the furtherance of sport in the borough.