



Club Rules

Version 1 (approved 21 August 2024)

1. Background

Bramhall Lane Lawn Tennis Club ("the Club") was established in 1907.

In 2024 the Club was incorporated as a company limited by guarantee and registered as a charity under the name of Bramhall Lane Lawn Tennis Club Limited ("the Charity").

The property and financial assets of the Club are held by the Charity with the Club membership, tennis and other activities being operated through Bramhall Lane Lawn Tennis Club (Trading) Limited "the Trading Company" which is a wholly owned subsidiary of the Charity.

The Charity and Trading Company are collectively "the Club".

The operating procedures of the Charity are set out in the Articles of Association of the Charity and the Charity must also comply with the regulations of the Charity Commissioners. A copy of the Articles of Association is available on the Club website.

If there is any conflict between these Club Rules and Articles and/or the Charity Commissioners, then the Articles and/or Charity Commissioners take precedent over these Club Rules.

2. Definitions

Annual Subscription means the subscriptions for the various classes of membership approved annually at a General Meeting.

CCLTA means the Cheshire County Lawn Tennis Association at The Tennis Office, Wilding Estate, Guilden Sutton Lane, Guilden Sutton, Chester, CH3 7EY.

Conflict of Interest means any interest or personal relationship which is, or may be perceived to be, not in the interest of the Club and would/may prejudice an individual's ability to carry out his duties and responsibilities objectively.

Disciplinary Code means the disciplinary code of the LTA in force from time to time.

Eligible Member means any Tennis Playing Member aged 18 or over and any Non-Playing Member who each have the right to attend, comment, propose or second motions and vote on motions at General Meetings.

Employees and/or Contracted Providers means those persons contracted by the Club to carry out specific functions, such as, but not limited to, the Club Coach and other coaching staff, bar and catering staff.

General Meeting means either the Annual General Meeting or Special General Meeting of the Members of the Club held in accordance with these Rules.

Guests means those persons invited to the Club by a Member for either social activities or to play tennis as a Playing Guest.

LTA means Lawn Tennis Association (the governing body of tennis within Great Britain, the Channel Islands and the Isle of Man) of the National Tennis Centre, 100 Priory Lane, Roehampton, London SW15 5JQ and its subsidiaries or such successor entity or entities as become(s) the governing body of the game of lawn tennis from time to time.

Membership the definition of each Membership Class is shown in clause 5.3.

Non- Playing Member means those Members who have previously been Tennis Playing Members.

Rules means the rules of the LTA as in force from time to time.

Standing Orders means those specific rules, determined by the General Committee from time to time in order to maintain the standards of the Club. These Standing Orders will include amongst other things court etiquette including clothing and the wearing of shoe tags, court availability and booking, matches, tournaments, coaching and maintenance.

Tennis Playing Member means those Members who play tennis at the Club.

Visitors means those persons attending the Club for official Club events.

3. Objects

The objects of the Club are as follows:

- 3.1.1 The promotion of community participation in healthy recreation for the benefit of the inhabitants of Bramhall, South Manchester and Cheshire by the provision of facilities for playing tennis and other similar sports.
- 3.1.2 To promote the facilities and benefits of the Club to the community at large and to have consideration for the residents adjacent to the Club.
- 3.1.3 To promote a Club ethos which engenders friendliness between Members and a willingness to provide voluntary assistance in the running of the Club.
- 3.1.4 To provide a welcoming, safe, responsible and relaxing atmosphere for Club Members and Visitors.
- 3.1.5 To maintain the Club's premises at Ramsdale Road, Bramhall, Stockport, SK7 2PZ.
- 3.1.6 To maintain and develop the brand and reputation of the Club.
- 3.1.7 To remain financially viable.
- 3.1.8 To be affiliated to the CCLTA and by so doing, be affiliated to the LTA unless it ceases to be in the Club's best interest.
- 3.1.9 To comply with and uphold the Rules and Disciplinary Code of the CCLTA and the LTA, as amended from time to time and the rules and regulations of any other body to which the LTA is affiliated.
- 3.1.10 To make rules, Standing Orders and regulations concerning the operation of the Club.

3.1.11 To do all such other things as the General Committee considers fit to further the interests of the Club or to be incidental or conducive to the attainment of all or any of the objectives stated in Rule 3.

4. Application of Surplus Funds

The Club is a non-profit-making organisation. All income will be used to maintain or improve the Club's facilities and in furtherance of the Club's objectives and charitable activities.

5. Membership

5.1 Eligibility of membership of the Club

5.1.1 No person shall be denied Membership on the grounds of sex, race, ethnic origin, creed, colour, age, disability, occupation, sexual orientation, religion, political or other beliefs.

5.1.2 Persons are eligible for Non-Playing Membership of the Club provided they have previously been Tennis Playing Members of the Club.

5.1.3 Persons are eligible for Social Membership provided they are at least 18 years old at the time their Annual Subscriptions is due, without the right to hold office or vote at General Meetings.

5.1.4 Persons below the age of 18 may be admitted as Junior Members without the right to hold office or vote at General Meetings.

5.1.5 The number of Tennis Playing Members shall be limited to 700. This number may be varied at a General Meeting. There shall be no limit on the number of Non-Playing Members or Social Members.

5.2 Admission of Members

5.2.1 Any person who wishes to become a Member of the Club must submit an on-line application available through the Club website. Applicants must have a Lawn Tennis Association Advantage account, which is free to register. No person shall be entitled to any privileges of the Club until their application for membership has been accepted.

5.2.2 Applicants shall be advised that if they are accepted as a Member, their name, telephone number and e-mail address may be included on the private section of the Club's website and on box leagues or tournament sheets displayed in the clubhouse, unless the applicant specifically states that their telephone number and e-mail address shall not be published.

5.2.3 If tennis playing membership is full, the applicant will be placed on a waiting list before being processed and applicants will have their application submitted to the General Committee in rotation when any vacancy arises. The General Committee may at its discretion fast track the membership application of any applicant where the applicant



has exceptional tennis ability and can contribute significantly to team tennis within the Club.

- 5.2.4 Each Member agrees as a condition of membership to be bound by and subject to these rules and the Standing Orders (as in force from time to time) and to be bound by and subject to the Rules and Disciplinary Code of the CCLTA and the LTA.
- 5.2.5 The General Committee may, subject to clause 7, terminate the membership of any person, or impose any other sanction they determine to be appropriate, in connection with the breach of any condition of membership set out in this rule.

5.3 Classes of Membership

- 5.3.1 The Club has the following classes of membership. All age-based membership categories will be determined by the age of the Member on the date that they join or at the time their annual subscription is due.
- 5.3.2 **Adult Member:** Members of the Club who shall be 30 or over.
- 5.3.3 **Partner Members:** Partner Members shall be two Eligible Members living at the same address.
- 5.3.4 **Country Member:** Country Members shall be Adult Members who reside outside a radius of 15 miles from the Club.
- 5.3.5 **Adult Over 80:** Any Member who is aged over 80.
- 5.3.6 **Adult Under 30:** Any member who is aged between 24 and 29.
- 5.3.7 **Adult Under 24:** Any member who is aged between 18 and 23.
- 5.3.8 **University Member:** University Members shall be an existing Adult Under 24 Member going to university away from home and only playing in the holidays. This will be different from Adults Under 24 who play all year round and maybe at university locally.
- 5.3.9 **Junior Parent Member:** A parent of at least one Junior Member which gives that parent the same rights as a junior member. They can only play with their child and cannot vote in General meetings.
- 5.3.10 **Non-playing Member:** Non-playing Members shall have been a Tennis Playing Member previously.
- 5.3.11 **Social Member:** Social Members shall be people who elect to join the Club to enable them to use the Clubhouse facilities and attend social functions. They cannot vote in General meetings.
- 5.3.12 **Junior Under 18:** Junior Member who is aged between 14 and 17.

- 5.3.13 **Junior Under 14:** Junior Member who is aged between 8 and 13.
- 5.3.14 **Junior Under 8:** Junior Member who is aged between 4 and 7.
- 5.3.15 **Family One:** Group membership for family consisting of one Adult Member and one or more Junior Members under 18.
- 5.3.16 **Family Two:** Group membership for family consisting of two Adult Members and two or more Junior Members under 18.
- 5.3.17 **Life:** Life Membership has been available in the past for purchase by Adult Members. However, this category of membership is now closed.
- 5.3.18 **Honorary Life:** The General Committee shall have the right to bestow Honorary Life Membership in reward for long and/or useful service to the Club.
- 5.3.19 **Honorary Playing:** The General Committee shall have the right to bestow Honorary Playing Membership to Coaches. They cannot vote in General meetings.
- 5.3.20 **Temporary:** The General Committee shall have the right to grant Temporary Membership to any person wishing to join the Club for less than the full playing season. They cannot vote in General meetings.

5.4 Subscriptions

- 5.4.1 The Annual Subscription for each membership class shall be recommended by the General Committee at a General Meeting and its acceptance voted upon by the membership.
- 5.4.2 Joining and membership renewals are all online via the ClubSpark system. Members are requested to check their details and amend if required upon renewal.
- 5.4.3 All Members shall pay the Annual Subscription agreed by the membership for their membership category at a General Meeting.
- 5.4.4 Membership is valid for one year from the date of purchase.
- 5.4.5 Membership renewal date is the anniversary of the date of joining.
- 5.4.6 For those who were Members on 1st April 2024 the membership renewal date is 1st April each year
- 5.4.7 Around 30 days before the Membership renewal date, a membership renewal email will be sent to the Member with the membership renewal due for payment by the anniversary date.

- 5.4.8 Upon joining or renewing, a Member must either pay the full annual fee according to their current membership category or elect to pay in instalments split into three equal instalments paid over the first three months of membership.
- 5.4.9 Any Member whose subscription is not paid within 14 days of their renewal date shall be deemed to have resigned their membership from the Club and will not be entitled to use the club facilities (unless as a paying member of the public), enter club competitions or represent the club in any competition.
- 5.4.10 A list showing the current Annual Subscriptions set at the previous General Meeting will be posted on the Club's website.
- 5.4.11 The Treasurer, Secretary and Membership Secretary shall be entitled to free membership at the discretion of the General Committee in recognition of the amount of work and responsibilities involved in their functions.

6. Resignation

- 6.1.1 Any Member may withdraw from membership of the Club by sending written notice to the Honorary Membership Secretary and such resignation shall be effective from the date the Honorary Membership Secretary receives such notice. Membership shall not be transferable in any event and shall cease immediately on the Member's death, dissolution of the Club or on failure of the Member to comply or to continue to comply with any condition of membership set out in these Rules.
- 6.1.2 There shall be no right to any refund of subscription for any circumstances, but the General Committee may, in its absolute discretion consider special cases.

7. Expulsion

- 7.1.1 The General Committee shall have the power to expel a Member when, in its opinion, it would not be in the interests of the Club, for them to remain a Member. In such cases the option of voluntary resignation will always be offered to the Member first.
- 7.1.2 A Member shall not be expelled unless they are given written notice of the complaint made against them and 14 days' written notice of the meeting of the General Committee at which their expulsion shall be considered.
- 7.1.3 The General Committee may exclude the Member from the Club's premises until the meeting considering their expulsion has been held. The meeting to consider their expulsion shall be convened within 30 days of notification of exclusion from the Club premises and no exclusion shall last longer than 60 days.
- 7.1.4 The Member shall be given an opportunity to make written representations and / or to appear before the General Committee and at any such meeting to be accompanied by a representative, where they, or the representative, may answer complaints made against the Member. The Member cannot be expelled unless two-thirds of the General Committee then present vote in favour of their expulsion.

- 7.1.5 If the Member wishes to appeal the decision of the General Committee on their expulsion, they must do so in writing to the Trustees within 30 days of being informed of the General Committee's decision to expel them. The Trustees will consider their appeal and respond within 30 days. The decision of the Trustees is final.

8. Effect of Resignation or Expulsion

- 8.1.1 Any person ceasing to be a Member forfeits all rights to claim upon the Club, its property and its funds and has no right to the return of any part of their Annual Subscription.
- 8.1.2 The Member shall return all Club property e.g. door keys, alarm key-fob, electronic key card.

9. Guests

- 9.1.1 Any Member shall be entitled to introduce up to four non-member Guests at any one time and on any one day to the Club.
- 9.1.2 No one person may be admitted as a non-member Guest on more than five occasions in any calendar year.
- 9.1.3 The introducing Member shall be responsible for the conduct of their Guest and shall not leave the Club premises before their guest.
- 9.1.4 The introducing Member is also responsible for escorting the Guest off the premises to the assembly point in the event of a fire.
- 9.1.5 The General Committee may by Standing Order restrict the right of Members to introduce Guests for any specified period or limit in any way the right of a non-member to participate in any activity of the Club, if in its discretion it considers the convenience and comfort of the Members warrants such limitation or restriction.
- 9.1.6 A person whose membership has been terminated or whose nomination for membership has been refused by the General Committee shall not be admitted as a Guest or as a Playing Guest.
- 9.1.7 Persons attending the Club for the purpose of a social event organised by the Club and approved by the General Committee shall comply with Rules 9.1.2, 9.1.3, and 9.1.4.
- 9.1.8 Any Member shall be entitled to introduce playing guests, but any one individual playing guest is limited to five times in any one calendar year subject to the payment of the guest fees determined by the General Committee and published on the Club's notice board and website. The introducing Member shall pay the appropriate playing guest fees within 14 days. Payment methods will be published in the Standing Orders.

- 9.1.9 Such Playing Guests must become a Member of the Club before their sixth visit in any one season. Such Playing Guests shall only play with the introducing Member and other Members of the Club and Rules 9.1.3 and 9.1.4 shall apply prior to playing.

10. Visitors

The following persons, or groups, may be admitted to the Club as Visitors:

- 10.1.1 Any player, coach, other team representative, match official or spectator attending the Club's premises (by invitation of the Club) who are not Members shall be a Visitor of the General Committee.
- 10.1.2 On payment of a fee, determined from time to time by the General Committee in its absolute discretion, persons attending the Club premises who are *bona fide* Members of third-party activity groups that have contracted to use the Club facilities may make use of the catering, bar and toilet facilities of the Club in those areas of the Club prescribed by the General Committee from time to time. For the purposes of this clause this shall include the parents, guardians or carers of young children and the children with them.

11. Opening of Club Premises

- 11.1.1 The Club premises are open for playing tennis, subject to weather conditions and routine maintenance, from 08.00 until 22.00 (if playing under floodlights) or until dusk.

12. Permitted Hours

- 12.1.1 The permitted hours for the supply of intoxicating liquor and the provision of regulated entertainment shall be as permitted by the Club's Club Premises Certificate.

13. Personal Information

- 13.1.1 Member personal details including their name, telephone number and e-mail address may be included on the private section of the Club's website and on box leagues or tournament sheets displayed in the clubhouse, unless the applicant specifically states that their telephone number and e-mail address shall not be published.
- 13.1.2 Members details will NOT be shared with any other party.
- 13.1.3 Members are assumed to give consent for photographs of themselves/their children being used in club communications and social media. The Club's Photography and Filming Policy can be found on the Club website and is in line with LTA guidelines.

14. General Terms of Membership

- 14.1.1 The primary means of communication is by email. Members are requested to modify their account details if their email or mobile number changes. Club events are also publicised via social media.

- 14.1.2 As a LTA accredited club, all Members are required to adhere to these Club Rules and the various CCLTA and LTA Codes of Conduct to which the Club has committed and which can be found on the Club website. These include Codes of Conduct and Policies relating to the expected behaviour of players, parents/guardians, guests, visitors, children, child protection and health and safety. Any Member failing to act in accordance with these Codes of Conduct and Policies may be challenged as regards their conduct and maybe asked to leave the court or Club premises. Continual refusal to abide by these Club Rules, Codes of Conduct and Policies may result in withdrawal of membership.
- 14.1.3 Only tennis must be played on the courts. Any other activity is forbidden unless permission is granted by the General Committee.
- 14.1.4 Only clothing suitable for tennis may be worn for play on any of the courts. Specifically, cargo shorts, replica football and rugby kit and other such clothing is not allowed.
- 14.1.5 Only “appropriate sports tennis footwear” may be worn on court and specifically no footwear may be worn which marks or damages the courts.
- 14.1.6 All Members must conduct a personal risk assessment before playing and ensure that the courts are safe for use. Any Members playing when the courts are considered unsafe (e.g. slippery surface due to environmental conditions) do so at their own risk.
- 14.1.7 The Club will supply tennis balls and floodlighting for club nights. A fee maybe charged for the use of floodlights. The Club may also supply tennis balls for specific coaching events and other Club activities.
- 14.1.8 The Club takes no responsibility for personal items left at club premises.
- 14.1.9 The Club takes no responsibility for unsupervised juniors outside of normal coaching or club playing sessions.
- 14.1.10 Terms and Conditions can change at any time and members should check the website for the latest version.

15. Matches

- 15.1.1 Members selected for teams are required to pay a match fee which will be collected by the Team Captain.
- 15.1.2 The General Committee, acting through the Tennis Committee Chairman, shall have the power to arrange interclub matches, tournaments, exhibition matches or coaching lessons. At such times they may impose a charge to non-members for admission to the grounds, provide cups and other prizes for competition and reserve courts as may be required on any occasion they may think proper and reasonable.

16. Coaches, Coaching and Players

- 16.1.1 Only approved club coaches have authorisation to deliver coaching services to Club Members. Any Member wishing to use the courts for other coaching activity (paid or voluntary and including but not limited to coaching, hitting, mentoring, basket feeding or ball machine use) either providing or receiving coaching, must seek permission from the Tennis Committee in advance. Any Member found to be in breach of this clause may have their membership revoked.
- 16.1.2 The Club agrees that all unlicensed and unregistered coaches and, so far as reasonably practicable, players and other persons using the facilities of the Club will be required as a condition of such use to agree to be bound by and subject to these rules, the Rules and Disciplinary Code, such agreement to contain an express acknowledgement that the Contracts (Rights of Third Parties) Act 1999 applies and the LTA and the Club can enforce any breach at its option and in its sole discretion.

17. General Committee

- 17.1.1 The General Committee is responsible for the day-to-day management of the Club.
- 17.1.2 The General Committee shall consist of the following roles and representatives of the various sub-committees:
- Trustees (see clause 17.1.16)
 - President
 - Chairman
 - Treasurer
 - Secretary
 - Membership
 - Tennis
 - Junior
 - House
 - Bar
 - Social
 - Grounds
 - Communications
- 17.1.3 The General Committee may invite others (such as the Club Coach or Club Manager) to attend all or part of General Committee meetings, when appropriate. Such attendance would be without voting rights.
- 17.1.4 The Tennis Committee should consist of the following:
- Tennis Committee Chairman
 - Tennis Secretary
 - Junior Tennis Committee Chairman
 - Ladies' Match Secretary
 - Men's Match Secretary
 - Tournament Secretary
 - Club Coach
 - Up to 4 Eligible Members

- 17.1.5 For all other sub-committees, the committee membership numbers shall be determined by the appropriate committee Chairman, who will have the discretion to co-opt as many volunteers as considered appropriate for that specific committee from time to time.
- 17.1.6 The General Committee shall be elected at a General Meeting each year and subject to termination of office by resignation, removal or otherwise, the members of the General Committee shall remain in office until they are re-elected, or their successor elected at the next General Meeting at which such elections are voted upon.
- 17.1.7 Each year the Secretary shall post a nomination form on the Club notice board, for the election of Eligible Members to the General Committee, and of those committees reporting directly to the General Committee, in replacement of those members retiring. There shall be a minimum of two spaces available on the nomination form for each position and if there is no nominee for a position three days prior to the General Meeting, then the Honorary Secretary will leave one nomination space open and available for that position prior to the General Meeting.
- 17.1.8 Only Eligible Members who have been an Eligible Member for a minimum of 6 months can be elected to serve on the General Committee.
- 17.1.9 An Eligible Member is any Tennis Playing Member aged 18 or over and any non-playing Member who each have the right to attend, comment, propose or second motions and vote on motions at General Meetings.
- 17.1.10 There shall be no limit on the number of Eligible Members who can stand for any one position and if no space is available on the nomination form, and it is more than three days before the General Meeting, the Member wishing to be nominated should inform the Honorary Secretary in writing of their intention to stand together with the names and signatures of the Eligible Members who intend to nominate them.
- 17.1.11 Only Eligible Members may nominate a candidate for membership of the General Committee and may nominate no more than one candidate for any one vacancy.
- 17.1.12 Social Members are not eligible to sit on any Committee, except on the Junior Tennis Committee and Social Committee.
- 17.1.13 If there is only one nomination to fill a vacancy, that nominee shall be declared elected unopposed for that vacancy at the General Meeting. If there is more than one nomination for any vacancy, there shall be a vote at the General Meeting for that position which shall be decided by a simple majority. In the event of a tie, the nominee to be elected shall be decided by the casting vote of the Chairman of the meeting.
- 17.1.14 Retiring members of the General Committee and of those committees reporting to the General Committee may be nominated for re-election.
- 17.1.15 The General Committee may co-opt further Eligible Members to fill vacancies on the General Committee who shall serve until the next AGM. Co-opted Eligible Members shall

be entitled to vote at meetings of the General Committee. The General Committee, or any other committee with the approval of the General Committee, may create new position(s) which may be filled by co-opted Eligible Members. Such co-opted Eligible Members shall be entitled to vote at the applicable committee meetings.

17.1.16 Trustees shall be elected to hold office as Trustees of the Club and as Trustee Directors of the Charity for a term of five years and may not hold the position of Chairman or President during this period.

17.1.17 The number of Trustees shall be not more than five nor less than three. If the number of Trustees falls below three during the year, the General Committee shall arrange for the convening of a Special General Meeting within 60 days to enable the nomination and election of replacement Trustee(s).

17.1.18 The Treasurer, Secretary and Honorary Membership Secretary shall be elected at a General Meeting to hold office for two years. All other members of the General Committee shall be elected to hold office for one year.

17.1.19 A member of the General Committee shall be deemed to have vacated their office if:

- they resign from office: or
- they shall without sufficient reason for more than 3 consecutive meetings of the General Committee have been absent without permission of the General Committee and the General Committee resolves that their office be vacated: or
- they are suspended from holding office, or from taking part in any activity relating to the administration or management of the Club by a decision of the CCLTA or LTA: or
- they are requested to resign by not less than two-thirds of the other General Committee Members present and acting together. The quorum for such a meeting is seven members of the General Committee.

17.1.20 The Club agrees that each member of the General Committee will be required, as a condition of election or appointment, to agree to be bound by and subject to these rules, the Rules and Disciplinary Code such agreement to contain an express acknowledgement that the Contracts (Rights of Third Parties) Act 1999 applies and that the LTA and the Club can enforce any breach at its option and in its sole discretion.

17.1.21 Any member of any of the above committees of the Club may be removed from office by a resolution duly passed by the General Committee.

18. Proceedings of the General Committee

18.1.1 The General Committee meetings shall be held as often as the General Committee think fit, provided there shall be not less than six meetings each year. The quorum for such meetings shall be seven, of which at least one member of the quorum must be a Trustee. The Chairman and Secretary shall have discretion to call emergency meetings of the General Committee if they consider it to be in the interests of the Club. The Secretary shall give the members of the General Committee not less than five days' notice of any meeting together with an agenda for the meeting.

- 18.1.2 The Chairman shall be the chairman of General Committee meetings. If the Chairman is unwilling to preside, or if they are not present within five minutes after the appointed time for the meeting, a member of the General Committee will be elected to be Chairman of that meeting.
- 18.1.3 Decisions of the General Committee shall be made by a simple majority with each member present having one vote, even if they occupy two or more General Committee roles.
- 18.1.4 If a sub-committee member is present at the meeting to represent a role where a General Committee member has more than one role, then that sub-committee member will be able to vote at the meeting.
- 18.1.5 In the event of an equality of votes the Chairman of the meeting shall have a second and casting vote
- 18.1.6 The General Committee may from time to time appoint from among its members such sub- committees as it considers necessary and may delegate to them such of the powers and duties of the General Committee as the General Committee may determine. All sub-committees shall periodically report their proceedings to the General Committee and shall conduct their business in accordance with the directions of the General Committee.
- 18.1.7 The General Committee shall be responsible for the management of the Club. Any Trustee together with any other member of the General Committee, nominated at a meeting of the General Committee, shall acting jointly on behalf of the General Committee have sole right of appointing and determining the terms and conditions of service of permanent employee of the Club. These nominated members of the General Committee shall have the power to enter into contracts for the purposes of the Club on behalf of all Members. All such employees' contracts shall be approved and signed by two Trustees on behalf of the Club. The contracts for temporary employees shall be at the discretion of the General Committee.
- 18.1.8 The members of any committee shall be entitled to an indemnity out of the assets of the Club for all expenses and other liabilities properly incurred by them in the management of the affairs of the Club.

19. Annual General Meeting (“AGM”)

- 19.1.1 The Annual General Meeting of the Club shall be held at such time as the General Committee shall decide each year to transact the following business:
- to approve the previous AGM minutes.
 - to receive the Chairman's and Committee reports of the activities of the Club during the previous year.
 - to receive, consider and approve the accounts of the Club and the Charity for the previous year, together with the Treasurer's report as to the financial position.
 - to decide on any resolution which may be duly submitted in accordance with Rule 19.1.2 below.

- to deal with any appropriate matters which the General Committee desires to bring before the membership.
- to discuss and vote upon the Annual Subscription rates appropriate to each category of membership for the ensuing season.
- to elect members of the Committees.

19.1.2 Notice of any resolution proposed to be moved at an AGM shall be given in writing to the Secretary not less than 14 days before such meeting.

19.1.3 No period greater than fifteen months shall elapse between AGM's.

20. Special General Meeting ("SGM")

20.1.1 The General Committee may at any time, and for any special purpose, call a SGM. A SGM may also be called at any time upon receipt by the Secretary of a requisition for such a meeting signed by not less than 25 Eligible Members stating the object of the meeting. If the number of Eligible Members of the Club falls below 125, the number of Eligible Members required to sign a requisition for a SGM shall be one-fifth, rounded down to a whole number of such Eligible Members. Such a meeting shall be called within 21 days of receipt of such requisition.

21. Procedures for AGM's and SGM's

21.1.1 The Secretary shall send to each Eligible Member by e-mail written notice of the date of the General Meeting together with the resolutions to be proposed at least 14 days before the meeting.

21.1.2 The quorum for an AGM or SGM shall be 30 Eligible Members, or 10% of the total of all Eligible Members at the time of the meeting, whichever is the greater.

21.1.3 If a quorum is not present within half an hour from the time set for the appointed meeting, those members present may vote to agree the number present be accepted as a quorum for the purpose of the appointed meeting only.

21.1.4 The Chairman shall preside at all General Meetings of the Club but if he is not present within 15 minutes after the time appointed for the meeting or has signified his inability to be present at the meeting, then a Trustee present will be appointed as Chairman of the meeting. If no Trustee is present or willing to be appointed as Chairman of the meeting, Members present may then choose one of the other Members of the General Committee present to preside and if no other member of the General Committee is present or willing to preside the Members present may choose one of their number to be Chairman of the meeting.

21.1.5 Each Eligible Member present shall have one vote and resolutions shall be passed by a simple majority of those Eligible Members present and voting. In the event of an equality of votes the Chairman of the meeting shall have a second and casting vote.

21.1.6 The Secretary, or in their absence a member of the General Committee, shall take minutes at AGM's and SGM's.

21.1.7 Only those resolutions which have been proposed and communicated in accordance with the foregoing rules will be eligible for consideration and be voted on at any AGM or SGM.

22. Dissolution

22.1.1 If the Club is dissolved, any assets remaining after providing for all its liabilities must be applied in accordance with the Articles of Association which stipulate one of the following ways which the Trustees may decide:

- (a) by transfer to one or more other bodies established for exclusively charitable purposes within, the same as or similar to the Objects; or
- (b) directly for the Objects or for charitable purposes which are within or similar to the Objects; or
- (c) in such other manner consistent with charitable status as the Charity Commission approves in writing in advance.

23. Alterations to these Club Rules

23.1.1 These Rules may be altered by resolution at a General Meeting provided that the resolution shall not be passed unless approved by a two thirds majority of the Eligible Members present and voting at the General Meeting the notice of which contains particulars of the proposed alteration or addition.

24. Standing Orders

24.1.1 The General Committee shall have power to make, repeal and amend Standing Orders as it may from time to time consider necessary for the well-being of the Club.

25. Honoraria

25.1.1 Honoraria may be awarded at the discretion of the General Committee by majority vote for works done on the Club's behalf or as it sees fit, but the total monies spent on Honoraria during any one financial year should not exceed three thousand pounds.

26. Commission

26.1.1 No Member may at any time receive at the expense of the Club any commission, percentage or similar payment on or with reference to purchases of goods and services by the Club.

26.1.2 No Member may directly or indirectly derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the Club to Members or Guests apart from any benefit accruing to the Club as a whole and apart also from any benefit which a person derives indirectly by reason of the supply giving rise to or contributing to a general gain from the carrying on of the Club.

27. Conflicts of Interest

27.1.1 To avoid any Conflicts of Interest, all Members shall act with integrity and transparency in the affairs of the Club and in particular:

- All Members, Employees and Contracted Providers shall declare any interests in contracts with the Club.
- Employees shall not employ any members of their immediate family in connection with services to the Club, without obtaining the prior approval of the General Committee.
- The above clauses shall not prevent the Club from entering into an agreement with a Member for the supply by them to the Club of goods or services, or for their employment by the Club, unless approved by the General Committee and remains on an arm's length basis.
- Employees (excluding temporary or casual employees) and their immediate families shall:
 - not be members of a Club Committee, other than by invitation.
 - have no right to propose or second a motion.
 - only be able to attend General Meetings as observers and not allowed to address the meeting unless invited to do so by the Chairman.
 - be able to use the Club's facilities in accordance with the rules governing their membership category.

28. Gambling

28.1.1 Save for the provision of gaming machines or other games or lotteries permitted by law and approved by the General Committee, the Clubhouse may not be used for gambling or the playing of any games of chance.

29. Complaints and Suggestions

29.1.1 Any complaint or suggestion should be sent to the Honorary Secretary or another Member of the General Committee. Any complaint or suggestion will be considered by the General Committee at its next meeting.

30. Interpretation of these Rules

30.1.1 Any doubts arising as to the meaning and construction of these Rules shall be decided by the General Committee, subject to the right of any Eligible Member to appeal to a General Meeting of the Club. The decision of the General Committee or such General Meeting will be final.

31. Copy of these Rules

31.1.1 The Secretary shall be responsible for publishing a copy of these Rules and the Standing Orders on the Member section of the website.