



Rules

1. NAME

The name of the Club shall be CORSLEY TENNIS CLUB.

2. OBJECTIVES

The objective of the Club is to provide its Members with facilities at the Corsley Playing Field to play tennis and to engage in other social activities deemed desirable by a majority of Members.

To provide and maintain the necessary facilities and to extend these if deemed desirable by a majority of members.

3. MEMBERSHIP CATEGORIES

Adult Playing Member:
19 years plus.

Junior:

Aged 7 – 18 years inclusive (6 year olds at discretion of Committee if parents sign a disclaimer). Plus students up to the age of 25 if still in full-time education.

The Club will offer free junior membership to the youth of Corsley and Chapmanslade.

Non-playing:

A supporter of Corsley Tennis Club who does not play tennis.

Parents/guardians of junior members (under the age of 11 years) to be allowed on court to supervise and teach their children.

Parents/guardians who require a key for court access for children under the age of 11 years.

Temporary/Guest:

An adult playing member may introduce a friend as a Temporary Member for a day. The Temporary Member may only play tennis with their 'sponsoring' member, who should pay any committee member the Temporary Member's fee (as agreed at an AGM). Any one person may become a 'Temporary Member' for a maximum of 6 times per year.

Honorary Life Member:

This Membership shall be raised at a General Meeting in cases of exceptional service to the Club – normally over a great many years.

Domicile of Members.

Residents of the parishes of Corsley and Chapmanslade shall automatically be eligible for membership and shall become members upon payment of their subscriptions.

4. SUBSCRIPTIONS

- a. The annual subscription shall be determined at the Annual General Meeting.
- b. Subscriptions shall be paid to the Treasurer, or to such other persons who shall be authorised to collect them on his or her behalf by the Committee of the Club.
- c. The Membership year runs from 1st April to 31st March.
- d. Any new member joining after April will pay a reduced subscription based on the actual month of joining. The reduction will be based on 1/9th for each month May – October and 1/18th for each month November – March. So a new member joining in September will be entitled to a reduction of 5/9ths of the full subscription, likewise a new member joining in January will be entitled to a reduction of 6/9ths plus 3/18ths. These reductions are only available for the Adult and Couple memberships and are for new members who have not been a member of Corsley Tennis Club for at least one year.

5. OFFICERS AND COMMITTEE

- a. The Officers of the club shall consist of a President, Chair, Vice Chair, Treasurer and Secretary. All Officers should be honorary and unpaid.
- b. The Committee shall consist of not more than eight members plus officers.
- c. The Committee to include Membership Secretary, Publicity Secretary, League Secretary, Coaching Coordinator, Court Maintenance Secretary, Health & Safety Officer, Welfare Officer and two representatives on the Playing Field Committee.
- d. The officers and Committee shall all be elected at the Annual General Meeting and shall hold office until the following Annual General Meeting.*
(see NOTE at section 9)
- e. The Committee shall have the power to co-opt not more than two additional members from the Club.
- f. Any vacancy occurring among the officers may be filled by the Committee.
- g. The management of the Club's affairs and the raising of money to further the Club's interests shall be carried out by the Committee who shall meet at least twice in every year and at such other times as shall be deemed necessary by the Chair. The Quorum for a Committee Meeting shall be five.
- h. A tennis club member (not necessarily a member of the committee) will be appointed to represent the Tennis Club on the Reading Room Committee.

6. SUB-COMMITTEES

The Committee may from time to time appoint such Sub-Committees as they deem necessary or expedient and may depute to them such powers and duties of the Committee as the Committee may determine. Members of the Sub-Committee need not be members of the Committee but must be members of the Club. The Chairman of the Sub-Committee so formed shall be a member of the Committee.

7. AFFILIATION

The club will be affiliated to the Lawn Tennis Association, or its successor, through the Wiltshire Lawn Tennis Association, and shall adopt and conform to the Rules of these organizations in so far as they can apply.

8. MATCHES:

The teams shall be arranged by the Match Secretaries.

9. ANNUAL GENERAL MEETING

The Annual General Meeting of the Club shall be held not later than the 31 January in every year, upon a date and at a time to be fixed by the Committee for the following purposes:-

- a. To receive from the Committee a Report, Income and Expenditure Account, and Statement of Accounts for the preceding Financial Year.
- b. To elect Officers and Committee for the ensuing year.*

NOTES a) Volunteers from among the wider membership should be invited to act as understudies for the roles of the four of the key officers (Chair secretary Treasurer and Membership secretary)

- a) All of those four key officer posts should state when accepting their office if they are intending the coming year to be their last in post(thus giving adequate notice to their understudy.
- c. To decide on any resolution which may be submitted to the Meeting.
- d. To determine members subscriptions for the following year.
- e. The Committee may at any time, and for any special purpose, call a Special General Meeting and they shall do so within 28 days upon the requisition in writing of any ten members, who shall state the purpose for which the meeting is required.
- f. There shall be ten days clear notice before the Annual General Meeting or any Special Meeting which shall be publicised by posters and the circulation of the Agenda to all Adult Members.
- g. At all General Meetings of the Club, the President or Chair, or such other member selected by the Committee, shall take the chair. Every Adult Member present shall be entitled to one vote on every motion and in case of equality, the Chairman shall have a second or casting vote.
- h. The quorum at all General meetings shall be ten

10. FINANCE

- a. All funds hereinafter mentioned shall be held by the Treasurer who shall keep proper accounts thereof. Cheques shall be signed by two of the nominated members of the Committee.
- b. The financial year of the Club shall end on the last day of October in each year.
- c. The accounts shall be audited as soon as practicable after the end of the Financial Year by an Accountant who is not a member of the Committee and presented at the AGM.

11. COURT RULES

- a. Children under eleven years of age must be supervised by an adult member.
- b. The Courts to be used for tennis only (proviso: with the exception of the rebound wall which is to be used for tennis hand/eye coordination only).
- c. Priority for the use of the courts:-
 - I. League Matches, Club competitions, Matches, Club sessions and coaching in that order.
 - II. Adult and junior members: Adult members have priority; however, when junior members are already playing and no other court is available, and only then, they are to be politely asked to finish their game and are to be allowed up to 15 minutes to do this.
 - III. Rebound Wall (subject to provision) when no other court is available
- d. Members are responsible for locking the courts and releasing the tension of nets after play.
- e. The used match balls in the pavilion are for Club sessions only.
- f. All litter to be removed from the courts.
- g. No chewing gum allowed.
- h. Code of dress: players are expected to wear appropriate dress and tennis footwear whilst on court.
- i. A copy of these Court Rules to be sent to all members annually.

12. KEYS

Available to Club members only.

Parents/guardians of children under eleven years of age to be responsible for the key.

Keys are non-transferable and must not be loaned to non-members as this will invalidate the Club's insurance.

Keys should be returned to the Membership Secretary when a member leaves the Club when a refund will be given if requested.

13. HEALTH AND SAFETY

Following an LTA directive in 2013, the Club has a requirement to implement a Health & Safety Policy together with a Risk Assessment procedure, all to be reviewed annually. The documents are: Health & Safety Policy, Health & Safety Officer – responsibilities, Health & Safety Requirements, "Place to Play" Risk Assessment (using an LTA-provided tool) and a Risk Assessment Checklist.

A copy of the Health & Safety Policy and Health & Safety Requirements are to be sent to all members and displayed on Club notice-boards.

14. MANAGEMENT OF RULES

These rules may be added to, repealed, or amended by resolution at any Annual General or Special General Meeting, provided that no such Resolution shall be deemed to have been passed unless it be carried by a majority of at least two thirds of the members voting thereon.

15. BREACH OF RULES

In the event of any member being found guilty of causing wilful damage to Club property and premises, whether owned or hired, or of conduct likely to prejudice the good name of the Club, the Committee reserve the right to suspend membership for an appropriate period. Any breaches of these rules are not only unfair to those who have paid their subscriptions, but are serious because they may invalidate the Club's insurance.

16. DISSOLUTION

If, at any General Resolution a Resolution shall be passed to dissolve the Club by a majority of two-thirds of the members voting thereon, a Special General Meeting shall be called for a date not more than two months thereafter, at such Special General Meeting the Treasurer shall produce audited Accounts and Balance Sheet. If at the Special General Meeting a confirming Resolution is to confirm the Resolution to dissolve the Club, the Treasurer shall, after discharge of all liabilities, pay the balance of the monies in his hands or in the Club's Bank, to a local Charity, Society or Association agreed by a simple majority of those present at the Special General Meeting.

The division or handing-over of such accounts shall be complete within One Year of the formal Resolution of dissolution and a Final General Meeting shall be called in order that the Treasurer may report the discharge of his duties whereupon the Club shall become dissolved.

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