

# **RULES OF THE DERBYSHIRE TENNIS ASSOCIATION**

**As at 1st January, 2024**

1. The name of the Association is the “Derbyshire Tennis Association.”
2. The objects of the Association are:
  - (1) to advance and safeguard the game of Tennis in Derbyshire and to promote increase in participation in all levels of the game of Tennis.
  - (2) to promote the teaching and development of the game of Tennis in Derbyshire and to promote, encourage and support coach education and the training of coaches, teachers, competition organisers, referees and umpires.
  - (3) to represent and express the views of its members at meetings of the Lawn Tennis Association.
  - (4) to keep members informed of any changes in the laws of the game of Tennis or in the regulations for the management of tournaments, inter county championship competitions and to circulate information generally.
  - (5) to promote, arrange and regulate inter-county matches, county championships, tournaments, inter club and junior activities at all levels and age groups and to select representative teams.
  - (6) to do all such things as the Management Committee of the Association thinks fit to achieve the objects set out above.
3. The Association has and will retain a membership interest with the Lawn Tennis Association (hereafter referred to as the “LTA”) and will comply with and uphold throughout Derbyshire the LTA Rules and the LTA Disciplinary Code and the rules and regulations of any person or body to which the LTA is registered or affiliated.
4. The Association shall consist of:
  - (1) tennis clubs, whether they be members’ clubs, proprietary clubs or commercial clubs, who have been granted affiliation of the Association and pays the annual affiliation fee due to the Treasurer of the Association when such fee falls due for payment. A tennis club will only be granted affiliated status provided, that it has a written constitution or set of rules governing its operation, and that it is registered with the LTA as a “place to play” and pays the annual registration fee;
  - (2) the individual members of affiliated clubs who have paid their annual subscription to their club;
  - (3) Associate Members of the Association who have paid the annual subscription for such members to the Treasurer of the Association when such subscription falls due ;
  - (4) organisations who have been granted affiliation to the Association such as, but not limited to, a park-based tennis programme, a school based tennis programme for the community which operates out of curriculum hours, an indoor pay and play tennis centre, a tennis academy, a further or higher education tennis club and/or a tennis league or competition, provided, in each case, that it has a written constitution or set of rules governing its operation;
  - (5) Honorary Life Members of the Association.

5. Any tennis club or organisation which wishes to be affiliated to the Association must submit an application to the Association's Secretary in such form as the Association's Management Committee shall decide. The granting of affiliation shall be in the sole discretion of the Association's Management Committee.
6. Each member of the Association agrees as a condition of membership to be bound by these rules and to be bound by and subject to the LTA Rules and Disciplinary Code and to ensure that its underlying members, any unlicensed and unregistered coaches and, so far as reasonably practical, players using its facilities are bound by and subject to the LTA Rules and Disciplinary Code.
7. The Officers of the Association shall consist of a President, Chairman, Secretary and Treasurer to be elected annually at the Annual General Meeting of the Association. A person shall not be eligible to be elected to be an Officer of the Association if they have previously held such office for an aggregate total of 15 years in the case of the President and 8 years in the case of the Chairman, Secretary and Treasurer.
8. The Association shall be managed by a Management Committee elected under Rule 12.
9. An Annual General Meeting of the Association shall:
  - (1) Be held annually on the fourth Tuesday in November. The meeting shall be convened by the Secretary of the Association giving not less than 7 days written notice of the date, time and place of the meeting to the Secretary or nominated representative of each affiliated club or organisation, the officers and officials of the Association, and the members of the Management Committee.
  - (2) The meeting shall be held at a venue in the county and at a time appointed by the Secretary of the Association.
  - (3) The Notice convening the meeting shall state the business to be considered at the meeting and shall give notice of the nominations received for the officers and officials of the Association, and members of the Management Committee.
  - (4) If for any reason the Annual General Meeting of the Association cannot be held on the fourth Tuesday in November in any year an alternative date shall be chosen by the Secretary of the Association. Not less than 14 days notice of the date, time and place of the meeting shall be given to the secretary or nominated representative of each affiliated club or organisation, the officers and officials of the Association, and members of the Management Committee.
  - (5) The officers and officials of The Association and, members of the Management Committee shall remain in office until the conclusion of the Annual General Meeting at which they retire.
10. An Extraordinary General Meeting of the Association shall be convened by the Secretary of the Association within 28 days of the receipt by the Secretary of a request in writing signed by the Secretaries or nominated representatives of three affiliated clubs or organisations or by three members of the Management Committee. The request shall state the business to be considered at the meeting. Not less than 14 days written notice of the date, time and place of the meeting shall be given to the person entitled to receive notice of the Annual General Meeting pursuant to Rule 9. The notice shall state the business to be considered at the meeting. No other business shall be considered or

transacted at such Extraordinary General Meeting. There shall be annexed to the notice convening the meeting a copy of the request received for such meeting.

11. At any General Meeting or Extraordinary General Meeting the officers and officials of the Association, the members of the Management Committee, any member of an affiliated club or affiliated organisation, any Associate or Life Member shall be entitled to attend the meeting and speak. Voting at such meetings shall be limited to one vote for each affiliated club or affiliated Organisation, each officer and official of the Association, each Life Member of the Association and the representative of the Association on the Council of the Lawn Tennis Association. If any individual person is qualified to exercise two votes or more they shall only be permitted to cast one vote. Proxy votes shall be accepted in accordance with regulations made by the Management Committee as notified to the tennis clubs and organisations affiliated to The Association at least one month prior to any General or Extraordinary General Meeting. Fifteen persons entitled to vote shall form a quorum. Proxy votes shall count in constituting a quorum.
  
12. The Annual General Meeting of the Association convened in accordance with Rule 9 shall elect, if necessary by ballot.
  - (1) The Officers of the Association as set out in Rule 7.
  - (2) The Officials of the Association namely:-
    - (i) the Adults County Team Representative.
    - (ii) the Seniors County Team Representative.
    - (iii) the Juniors County Team Representative.
    - (iv) the Tennis Sub-Committee Chairperson.
    - (v) The County Safeguarding Officer
  - (3) A Management Committee consisting of up to six elected members each of whom must be a member of an Affiliated Club or Organisation. An Affiliated Club or Organisation shall only nominate one person to be an elected member of the Management Committee.
  - (4) Except for the office of President, nominations for each of the Officers and Officials shall be delivered in writing to reach the Secretary of the Association not less than 14 days before the date of the Annual General Meeting. Such nominations shall be signed by a proposer and seconder who must be members of an affiliated club or organisation and by the nominee. Nominations for election to Membership of the Management Committee shall be delivered in writing to reach the Secretary of the Association not less than 14 days before the date of the Annual General Meeting. Such nominations shall be signed by the Chairperson, Secretary or Treasurer of the nominating Club or by the responsible person of the Affiliated Organisation and by the nominee. In the event that there are more nominees for membership than allowed by these Rules, the membership shall be decided by ballot. If there a fewer nominees than places on the Committee, each person shall be elected by the Annual General Meeting. Nomination for the office of President shall be proposed by the management committee.
  - (5) In the event of two or more nominations being received for any Officer or Official resulting in a ballot, the unsuccessful nominees shall, if they wish, be included in the nominations for Membership of the Management Committee provided they are a member of an Affiliated Club or Organisation or a Life Member of the Association and provided their Club or Organisation has not submitted a nomination for Membership of the Management Committee. In the event of that occurring, the Club

or Organisation shall be allowed to determine which of their nominees shall stand for election to the Management Committee.

- (6) In addition to the members elected to the Management Committee under this Rule, the Officers and Officials of the Association elected under Rule 1 above shall be Members of the Management Committee. All members of the management committee must be a member of an affiliated club or organisation or a Life Member of the Association.
  - (7) No Affiliated Club or Organisation shall provide more than three voting members of the Management Committee.
  - (8) In addition to the Members elected to the Management Committee under this rule the Management Committee may co-opt other Members as they see fit in order to carry out the day to day business of the DTA. These co-opted Members shall have no voting rights on the Management Committee.
  - (9) An independent examiner or examiners.
13. In addition to the elections under Rule 12 the Annual General Meeting shall also transact the following business:
- (1) The consideration of the annual report of the Management Committee prepared under Rule 14. This report shall be circulated with the notice convening the meeting.
  - (2) The approval of new rules or the amendment of or addition to any existing rules for interclub championships, leagues, county championships, junior championships and cup competitions as recommended by the Management Committee except for such interclub championships, leagues and cup competitions organised by leagues affiliated to the Association. Any such recommendation shall be served with the notice convening the meeting.
  - (3) The approval of the accounts of the Association prepared under Rule 18. A set of accounts uncertified by the independent examiner shall be circulated with the notice convening the meeting.
  - (4) The fixing of the annual subscriptions for affiliation of clubs and Associate Members payable in accordance with Rule 17.
  - (5) The election to Honorary Life Membership of persons recommended by the Management Committee who have rendered to the County services of outstanding merit. Life members shall have the right to wear the county colour tie and/or scarf.
  - (6) The awarding of county colours to players recommended by the Management Committee who they consider merit the award.
  - (7) The fixing of the maximum sum that can be authorised by the Management Committee to be expended on any one transaction.
  - (8) Consider and if thought fit by resolution, approve the allocation by the Management Committee under Rule 14 of such funds as exceed the permitted limit of expenditure that can be authorised by the Management Committee for any one transaction as fixed by the Annual General Meeting.
  - (9) Consider and if thought fit by resolution take such action against affiliated Clubs or organisations or Associate Members suspended by the Management Committee under Rule 14 including disaffiliation.
  - (10) Determine the rights and privileges from time to time conferred by the Association upon Associate Members.

- (11) Any other business relating to the objects of the Association. Any business authorised by Rules 9 and 10 to be conducted at an Annual General Meeting may be conducted at an Extraordinary General Meeting convened under Rule 10.
14. The Management Committee shall meet on such dates as are necessary to conduct its business. Six members shall constitute a quorum. Proxy votes shall not be accepted. The Management Committee shall be responsible for:
- (1) The carrying out of the objects of the Association. To fulfil this responsibility the Management Committee may delegate to and contract with such parties as it considers necessary.
  - (2) The allocation of the funds of the Association in such a manner as it considers proper or desirable, subject to no one transaction exceeding the maximum sum fixed by the Annual General Meeting under Rule 13 (8).
  - (3) The preparation and circulation to all affiliated clubs of a summary of the meetings of the Management Committee
  - (4) The preparation of a report for consideration by the Annual General Meeting under Rule 13.
  - (5) The making of such recommendations under Rule 13 as they consider appropriate.
  - (6) Taking whatever action is required or necessary against affiliated clubs or organisations or individual members of such clubs or organisations arising out of any failure to comply with the LTA Rules or Disciplinary Code or any Disciplinary Code issued by the Management Committee pursuant to its responsibility under paragraph (1) of this rule.
  - (7) The election of the Representative or Representatives of the Association to serve on the Council of the Lawn Tennis Association.
  - (8) The Management Committee shall have the power to make, repeal and amend such bylaws as it may from time to time consider necessary for the well being of the Association.
  - (9) The approval or rejection of applications by clubs for affiliation to the Association. Such applications shall be made in writing to the Secretary of the Association.
15. In the event of the failure by the Association at the Annual General Meeting to elect any of the Officers or Officials of the Association or members of the Management Committee or in the event of any of the Officers or Officials of the Association or members of the Management Committee resigning or dying, the Management Committee shall have the power to appoint to fill the vacancy. Notice of any such appointment shall be given to the Secretary of each affiliated Club within 14 days of the appointment being made.
16. The Chairman or President of the Association shall act as Chairman at all meetings of the Association and of the Management Committee. In both their absence from any meeting the members or representatives present shall elect a Chairman. In the event of a tied vote on any issue the Chairman of the meeting shall have a second and casting vote.

17. Each affiliated club or organisation shall pay the annual subscription fixed under rule 13 by 1 April in each year. Each Associate Member shall pay the annual subscription fixed by 1 March in each year.
18. The financial year of the Association shall close on the 31st December in each year and an annual statement of accounts shall be prepared by the Treasurer and duly examined and reported upon by the independent examiner appointed at the previous Annual General Meeting of the Association.
19. The Associate Members of the Association are those persons who pay the annual subscriptions fixed under Rule 13 and such other persons from time to time approved for membership of the Association by the Secretary of the Association. They shall enjoy the rights and privileges conferred upon Associate Members from time to time by the Association under Rule 13.
20. The Derek Wardle Memorial Trophy shall be awarded annually to the most improved junior player over a given season. The Award shall be presented at such Association event as determined by the Secretary of the Association.
21. A resolution to dissolve the Association shall only be proposed at an Extraordinary General Meeting and shall only be passed if carried by a majority of at least three quarters of the members present and entitled to vote.
22. If upon the dissolution of the Association there remains after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the Association's affiliated clubs or organisations, but shall be transferred to some other organisation, the objects of which are the same as, or similar to, those of the Association, or to some organisation whose objects are the promotion of charity, and the transfer of such funds approved by Sport England or the body which at the date of dissolution has succeeded Sport England.
23. These rules may be altered or added to at an Annual General Meeting or Extraordinary General Meeting of the Association. At least 14 days notice in writing of a proposed alteration shall be given to the Secretary of the Association. When a proposed alteration is being considered by the Association in General Meeting, it is permissible for an amendment to the proposal to be put forward. If such a proposal is seconded, it shall be voted on and if passed, the proposed alteration shall be amended accordingly before being voted on by the Association."