

CLUB RULES

(as revised at the EGM on 17th July 2024)

1. TITLE

The Club shall be called the East Grinstead Tennis, Squash and Racketball Club.

2. OBJECTS

The object of the Club is to provide facilities for and promote participation of the whole community in the sports of tennis, squash and racketball. The Club shall be governed by the rules of the Lawn Tennis Association and England Squash and Racketball (as appropriate) to which the Club shall be affiliated.

The Income and Property of the Club shall be applied solely towards promoting the Club's objects as set forth in these rules and no portion thereof shall be paid or transferred, directly or indirectly, to the Members of the Club.

3. PREMISES

The premises and Headquarters of the Club shall be East Grinstead Tennis, Squash and Racketball Club, Ship Street, East Grinstead, West Sussex RH19 4EE or at such other address or addresses as the Club may in General Meeting determine.

4. MEMBERSHIP

The club shall be a Members club.

4.1 ELIGIBILITY FOR MEMBERSHIP

4.1.1 Membership of the Club shall be open to all persons irrespective of race, ethnicity, creed, colour, nationality, sexual orientation, religion, political or other beliefs, age, sex, occupation or disability *except as a necessary consequence of the requirements of tennis, squash or racketball as particular sports.*

4.1.2 Persons below the age of 18 may be elected as Junior members without the right to hold office or vote at General Meeting.

4.2 ADMISSION OF MEMBERS

Any person who wishes to become a Member must submit an application in such form as the General Committee shall decide. Every candidate for membership shall be considered by the General Committee, which shall admit that candidate to membership of the Club unless to do so would be contrary to the best interests of the sport or the good conduct and interests of the Club. The new Member shall be sent a copy of the Rules of the Club and club information for the current year. No person shall be admitted to any class of membership until an interval of 48 hours has elapsed between his/her application and their admission.

4.3 CLASSES OF MEMBERS

There shall be the following classes of members of the Club, Ordinary Members, Honorary Members, Life Members, Junior Members, Weekday Members, Temporary Members and Country Members

- 4.3.1 ORDINARY MEMBERS - The Club may admit Ordinary Members who shall be aged eighteen years of age or more on the first day of the Financial Year.
- 4.3.2 HONORARY MEMBERS - The General Committee shall put up for appointment in General Meeting Honorary members who shall not be liable to pay any entrance fee or annual subscription but shall be entitled to all the privileges of Membership. However, there shall be no more than ten Honorary members at any given time.
- 4.3.3 LIFE MEMBERSHIP - The General Committee may grant Life Membership to Ordinary Members of the Club at such rate or rates as may be from time to time determined. However, there shall not at any one time be more than thirty individual Life Members and ten Family Life Members.
- 4.3.4 JUNIOR MEMBERS - The Club may admit Junior Members who shall be aged under eighteen years of age on the first day of the Financial Year. All children within this age group of playing Family Members do not pay an annual fee but are deemed to be Junior Members. Junior Members aged under eleven years of age must at all times be supervised by an adult member whilst on the Club premises and no Junior Member under the age of sixteen may use the Club House except when an adult is present.
- 4.3.5 WEEKDAY MEMBERS - The Club may admit Weekday Members who shall be aged 18 years of age or more on the first day of the Financial Year. Weekday Members can only use the club facilities during restricted hours, such restrictions being set by the General Committee from time to time.
- 4.3.6 TEMPORARY MEMBERS - Temporary Membership may be granted on such terms and subject to such conditions as the General Committee may from time to time determine. Application therefore may be made to the Membership Secretary in the same manner as for full Membership and Rules 4.1.1 and 4.1 hereof. The number of Temporary Members shall not exceed one tenth of the total membership of the Club. The period of Temporary Membership may not be less than 30 days.
- 4.3.7 SOCIAL MEMBERS - The club may admit Social Members who shall be over the age of eighteen on the first day of the Financial Year. Social members are allowed to use the club house facilities but are not allowed to use the playing facilities
- 4.3.8 COUNTRY MEMBERS - The Club may admit Country Members who shall be aged eighteen years of age or more on the first day of the Financial Year. Country Membership may be granted on such terms and subject to such conditions as the General Committee may from time to time determine. However, a general guideline is that the member should not live locally in the East Grinstead area (typically within 50 miles) and not be able to use the club facilities as regularly as an Ordinary Member.

Application may be made to the Membership Secretary in the same manner as for full Membership. The number of Country Members shall not exceed one tenth of the total membership of the Club.

4.4 CONDITIONS OF MEMBERSHIP

- 4.4.1 Each member agrees to be bound by and subject to the rules of the Club
- 4.4.2 Each tennis playing member (of each class) agrees as a condition of membership:
 - (A) to be bound by and subject to these rules and the regulations of the relevant CLTA (as in force from time to time); and
 - (B) to be bound by and subject to the LTA Rules and the LTA Disciplinary Code.
- 4.4.3 Rule 4.3.1 confers a benefit on the LTA and, subject to the remaining provisions of this rule, is intended to be enforceable by the LTA by virtue of the Contracts (rights of Third Parties) Act 1999. For avoidance of doubt, the members do not intend that any term of these rules, apart from Rule 4.3, should be enforceable, by virtue of the Contracts (Rights of Third Parties) Act 1999, by any person who is not a party to these rules.
- 4.4.4 The General Committee may subject to Clause 7 terminate the membership of any person or impose any other sanction it determines to be appropriate in connection with the breach of any condition of membership set out in this rule.
- 4.4.5 Junior Members aged under eleven years of age must at all times be supervised by an adult member whilst on the Club premises and no Junior Member under the age of sixteen may use the Club House except when an adult is present.

4.5 FEES AND SUBSCRIPTIONS

- 4.5.1 The General Committee shall from time to time determine the annual subscriptions payable for the different classes of Membership and shall review the same annually but shall have the power to waive or reduce the payment of fees and subscriptions in any case which it considers deserves special consideration.
- 4.5.2 PAYMENT OF FEES - Annual Subscriptions shall be payable on election as provided in Rule 4.2 hereof and thereafter without demand on the first day of the Financial Year. The General Committee may terminate the Membership of any Member whose annual subscription remain unpaid on the 30th April in the year in which the same is due, or in the case of newly elected members, within one month of their election.
- 4.5.3 No candidate who has been elected a Member shall be entitled to the privileges of membership until they have paid the first annual or monthly subscription.

5. **REFUSAL OR EXPULSION**

The Committee shall have power to reprimand, suspend (for a period not exceeding twelve months) or expel any Member who shall infringe any Rule whose conduct whether within the Club House or elsewhere shall in their opinion render them unfit for Membership but no Member, unless convicted of an offence by a Court of summary jurisdiction or other Court (save of a traffic offence) shall be reprimanded, suspended or expelled without being first summoned before the General Committee and full opportunity afforded to them to advance a defence nor unless two thirds at least of the Members of the General Committee then present and entitled to vote shall vote for their suspension or expulsion. Every Member so summoned shall (unless they shall elect to waive their right to receive notice) receive at least four clear days' notice in writing from the Secretary of such Meeting and such Notice shall contain a statement of the charge brought against them and that they have the right to submit their defence either verbally or in writing to the General Committee.

The Member shall have the right to appeal against the decision of the General Committee to the Club's members at a Special General Meeting. Such an appeal must be decided by a majority vote. An expelled member shall not be entitled to use the Club premises. A suspended Member shall not be entitled to use the Club premises, nor attend any General Meeting nor vote at any election nor hold any office during suspension but shall remain liable to pay their subscription.

6. **MANAGEMENT**

The affairs of the Club, in all matters not specified in these Club Rules as reserved for the Club in General Meeting, shall be managed by the General Committee of the Club and the General Committee shall meet at least quarterly.

7. **GENERAL COMMITTEE**

The General Committee shall consist of ten core adult members who shall fill the posts of President, Chair, Secretary, Treasurer, Bar Manager, Membership Secretary, Ground and House Manager, Marketing Manager, Tennis Chair and Squash & Racketball Chair. The ten core members or any additional members as recommended by the General Committee shall be elected annually at the Annual General Meeting. Where an individual has served five consecutive terms in a particular post he/she will not be eligible for re-election to that particular post for at least one year.

8. **GENERAL COMMITTEE POWERS**

The General Committee shall have control of the management of the Club and shall have exclusive power to engage or dismiss staff and other servants of the Club. It shall have the power to purchase such articles and do all such things as it may deem necessary for the carrying out of the

objects of the Club (save that such expenditure shall not at any one time exceed the sum of Four Thousand Pounds). It shall have due regard to any resolution or recommendation of any General Meeting.

9. EX OFFICIO MEMBERS

The Club may in Annual General Meeting appoint Officers to the posts of Fund Raising Committee Chair and Entertainments Committee Chair, who shall be Ex Officio Members of the General Committee without voting rights.

10. SUB COMMITTEES

The General Committee may appoint Fund Raising and Entertainments sub-committees and may appoint one or more other sub-committees for such purposes as it may deem appropriate.

11. QUORUM

Four Members shall constitute a Quorum of the General Committee and three Members a Quorum of a sub-committee or section committee.

12. CASUAL VACANCIES

In the event of a vacancy arising amongst the Officers of the General Committee, a Sub-Committee or a Section Committee whether by death, resignation or other cause the vacancy shall be filled by the General Committee.

13. TENNIS AND SQUASH & RACKETBALL SECTIONS

(i) The Members shall appoint at the Annual General Meeting, a Tennis Section Committee comprising a Chair, Fixture Secretary, Men's Captain, Ladies' Captain, Junior Representative and up to three other Members.

(ii) The Members shall appoint at the Annual General Meeting, a Squash & Racketball Section Committee comprising a Chair, Fixture Secretary, Men's Captain, Ladies' Captain, Junior Representative and up to three other Members.

(iii) The Committee of each Section shall retire annually at the Annual General Meeting and shall be eligible for re-election.

(iv) The Committee of each Section shall be responsible for and may make regulations governing the running of their representative sports but shall be under jurisdiction of the General Committee. The Chair of each Section Committee or a deputy shall report to the General Committee.

14. ANNUAL GENERAL MEETING

An Annual General Meeting of the Club shall be held not later than the 30th Day of November in each year and there shall not be more than fifteen months between one Annual General Meeting and the next.

15. SPECIAL GENERAL MEETING

A Special General Meeting of the Club may be summoned at any time by the General Committee and shall be so summoned immediately upon thirty or one fifth of the total of the number of Ordinary, Honorary and Life Members of the Club each being entitled to vote at a General Meeting under these Rules (whichever shall be the less) delivering to the General Committee a written request in that behalf.

16. NOTICE OF GENERAL MEETING

A General Meeting shall be summoned by causing a Notice thereof and of the business to be transacted thereat to be posted on the notice board in the Club premises for a period of at least fourteen days immediately preceding the day appointed for the General Meeting and by sending a Notice thereof and of the business to be transacted thereat to every Ordinary, Life or Honorary Members by e-mail at least eighteen days prior to such Meeting (exclusive of the day of posting) and thereupon Notice shall be deemed to have been given to all such Members of the Club whether or not the same are received but these requirements both as to time and method of service of Notice may be abridged in the discretion of the General Committee if the urgency of the business to be discussed in their opinion so requires.

17. CONDUCT OF THE GENERAL MEETINGS

At any General Meeting of the Club every Member of the Club shall be entitled to be present and every Ordinary, Life or Honorary Member who has attained the age of eighteen years on the preceding 1st April shall be entitled to one vote upon every question raised. In the case of equality of voting the Chair of the Meeting (who shall be the Chair of the Club or in default of the Chair a Member elected for the occasion by the Meeting before any other business is opened) shall have a second or casting vote. Thirty Members of the Club in attendance shall constitute a quorum for a General Meeting. If within half an hour from the time appointed for the meeting a quorum is not present, the meeting shall stand adjourned to the same day in the next week at the same time and place. Such adjournment shall be posted on a notice board on the Club premises. If at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the members present shall be a quorum.

Should an eligible voting member of the Club find under exceptional circumstances they are unable to attend a General Meeting and wish to use their vote in absentia they must complete an Absentee Voting Form which must be submitted to the Secretary no later than 24 hours before the start of the meeting. The form will include such items from the Agenda as the General Committee deem suitable for Absentee Voting. By attending in person the member's Absentee Voting Form will be automatically invalidated. Should the number of absentee votes exceed one third of the minimum quorum for attendance the relevant totals will be weighted in proportion so their sum equals one third of the minimum quorum.

At an adjourned General Meeting only those members in attendance shall be entitled to vote.

18. FINANCIAL YEAR

The financial year of the Club shall commence on the 1st April in any year and shall end on the 31st March in the next year following.

19. ACCOUNTS

The Treasurer shall keep such Books of Accounts as will enable the Treasurer to present at every Annual General Meeting of the Club or at any other time if required (on reasonable notice to the Treasurer) by the General Committee an accurate Report and Statement concerning the finances of the Club including a separate statement with regard to the purchase and supply of tobacco and intoxicating liquor for the preceding year or for the current year as the case may be and shall present such Report and Statement accordingly.

20. ANNUAL ACCOUNTS

The Annual Audited Accounts of the Club shall be sent to each Ordinary and Life Member of the Club with the Notice of the Annual General Meeting. The Club shall in each year of Account at the Annual General Meeting appoint an Auditor nominated by the General Committee and who appears to them to be reasonably qualified to act in such matters to audit its Accounts and Balance Sheet for that year. The General Committee may appoint an Auditor to fill any casual vacancy occurring between the Annual General Meetings of the Club.

21. BYE-LAWS

The General Committee may from time to time make, vary and revoke Bye-Laws (not inconsistent with these Rules) for the regulations of the internal affairs of the club and the conduct of Members and the Bye-Laws for the time being in force shall be binding on all Members. Such Bye-Laws and regulations shall be posted on the Notice Board in the Club House.

22. CAR PARK

Without prejudice to the generality of Rule 22 hereof the General Committee shall have power to make Rules and Regulations governing the use of the car park facilities.

23. VISITORS

Members may introduce and entertain guests at the Club and there shall be kept at the Club premises a Visitors Book which both the Member and their Guest shall sign. Guests may play tennis, squash or racketball at the Club on payment by the Member introducing such guest such a fee per session as shall be set from time to time by the General Committee under Rule 21. No Member may bring more than three Guests to the Club on any one day and no guest shall play tennis, squash or racketball at the Club on more than three occasions in any one year. No person whose Membership of the Club has been terminated or is for the time being suspended or whose application for Membership has at any time been rejected shall be introduced as a guest. The General Committee may introduce playing visitors in this category under a hiring agreement.

24. INTOXICATING LIQUOR

(i) The supply of intoxicating liquor in the Club premises shall be at such times as the General Committee shall from time to time determine in accordance with the provisions of the Licensing Act 2003 and with respect to the allowable hours under the terms of our licence with Mid Sussex District Council. Such licensing hours shall be posted on the Club Notice Board. No intoxicating liquor shall be supplied to Members or to any other persons on the Club premises otherwise than by or on behalf of the Club. Guests of Members, visiting teams, official and their bona fide guests, competitors in open tournaments and persons attending social functions organised by the Club shall be entitled to purchase intoxicating liquor for consumption on the premises. No intoxicating liquor shall be supplied to persons under the age of eighteen.

(ii) The names and addresses of guests using the Club bar facilities must be entered in the Visitors Book in accordance with Rule 23 hereof and signed by the introducing member in whose company the guest should be when purchasing intoxicating liquor.

25. TRUSTEES

(i) There shall be not less than two nor more than four Trustees of the Club who shall be appointed from time to time as necessary by the General Committee. A Trustee shall hold office during their life or until they shall resign by notice in writing given to the General Committee or until a resolution removing them from office shall be passed by the General Committee by a majority comprising two thirds of the members present and entitled to vote. For the purpose of giving effect to such appointments the Chair is hereby nominated as the person to appoint new Trustees of the Club within the meaning of Section 36 of the Trustees Act 1925 and he shall by deed duly appoint the person or persons so appointed by the General Committee.

(ii) All property of the Club including land and investments shall be held by Trustees for the time being in their own names so far as necessary and practicable for the use and benefit of the Club. On the death, resignation or removal from office of a Trustee the General Committee shall appoint a new Trustee in their place and shall as soon as possible thereafter take all lawful and practicable steps to procure the vesting of all Club property into the names of the Trustees as constituted after the said appointment.

(iii) The Trustees shall in all respects act in regard to any property of the Club held by them in accordance with the directions of the General Committee evidenced conclusively by a copy of the Resolution certified by the Chair or Secretary and shall be indemnified by the Club as to risk assumed and expense incurred in connection with the holding and discharge of their office out of the Club property. The Trustees shall have power to sell, lease, mortgage or pledge any Club property for the purpose of raising or borrowing money for the benefit of the Club in compliance with the General Committee's directions.

26. INTERPRETATION

Any question not covered by or arising under the Rules and any Bye Laws made hereunder shall be referred to the General Committee whose decision shall be final and binding.

27. ALTERATION OF RULES

These Rules may be added to, repealed or amended by Resolution at any 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 present and entitled to vote on such Resolution of which Notice has been duly given specifying the intention to propose the addition, repeal or amendment together with full particulars thereof.

28. DISSOLUTION

The Members may vote to wind up the Club if not less than three quarters of those present and entitled to vote support that proposal at a properly convened General Meeting. The Committee will then be responsible for the orderly winding up of the Club's affairs. After settling all liabilities of the Club the General Committee or the Trustees shall dispose of the net assets remaining to one or more of the following:-

1. another Club with similar sports purposes which is a registered charity
2. another Club with similar sports purposes which is a registered CASC
3. the Club's governing bodies for use by them for related community sports.

29. RELOCATION OF THE CLUB OR AMALGAMATION WITH ANOTHER ORGANISATION

Any Resolution proposing the relocation of the Club to a new venue or the amalgamation of the Club with another Organisation shall not be deemed to have been passed unless it is carried by a majority of at least two thirds of all the members present and entitled to vote on such a resolution at a General meeting properly convened for that purpose.