

RULES OF THE CLUB



1. Membership of the Club shall be open to all residents of Elsenham and their families and residents of surrounding villages.
2. The Club recognises the fact that the Playing Fields are Parish Council Property and acknowledge the concession in allowing the Tennis Club to utilise the field.
3. **Types of Membership:** (in year of joining / renewal)
Adult Membership – adult (over the age of 18 as at 1st April)
Family Membership - deemed to cover a household comprising 2 adults and any children in full time education as at 1st. April
Senior Membership - playing member over the age of 65 or retired as at 1st April **Couple Membership** - being two people married or living together at the same address
Student Membership - someone in full time education over the age of 18 as at 1st April
Junior Membership - under the age of 18 as at 1st. April
Non Playing Membership - for those not wishing to play tennis but be involved with the club
4. **Subscriptions:**
 - a. Subscriptions will be due on 1st. April each year. Members whose fees remain unpaid 3 months after the due date in that year will be deemed to have resigned from the Club
5. **Administration of the Club:**
 - a. A committee elected annually at the AGM will administer the Club
 - b. The Committee shall have a secretary who will be responsible for recording of all meetings of the Committee or Club. Membership records will be recorded in ClubSpark
 - c. The Committee shall have a treasurer who will maintain proper books of account and prepare an annual summary as at 31st March.
 - d. An annual financial examination of the accounts will be undertaken by a suitable external reviewer.
 - e. All accounts of the Club are to be passed by the Committee and any bank accounts maintained by the Club are to be operated upon the signature of at least two signatories out of three appointed by the Committee
 - f. The Committee may co-opt other club members to assist with specific tasks arising
 - g. The Committee is authorised to amend the Rules and Playing Regulations
6. The Committee will nominate one member to sit on the E.C.A. Council and Village Hall Management Committee
7. The courts will be open to non-members on an hourly basis when not previously booked by Club members or for Club activities by payment of the appropriate fee as published by the Committee from time to time
 - a. If accompanied by a member, that member will be responsible for the collection of the fee which can be via BACS or Paypal or in person by handing the fee to a Committee member
 - b. If no member is present, application for a key and the payment of the fee can only be made to a Committee member of the Club; same payment methods as above
8. Every household of members will be supplied with one key to the Courts. They will be responsible for its safekeeping and will be required to return the key to the Membership Secretary should their membership terminate. Every member will be responsible for the locking of the

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courts when they cease playing. Lost keys will be charged at the relevant fee.

PLAYING REGULATIONS

1. No person shall be permitted on the court without proper recognised tennis footwear. Members and others are requested to wear clothes of a reasonable standard and suitable for playing tennis.
2. Children under 12 are not permitted to play unless under the supervision of a responsible adult at all times.
3. Players are responsible for locking the courts and facilities securely after play.
4. At club nights and other club activity play, when both courts are in use and members or others are waiting to play, any people playing singles are requested to offer to play doubles with those waiting, except when they are playing Club competition games.
5. The Committee may close the courts for coaching, competitions and matches.
6. Courts must be booked in advance of play for a maximum of two hours at any time, exceptions being club events and coaching.

GENERAL

1. The Committee is authorized to set fees for club facilities, including membership fees, match fees and the purchase of tokens for the floodlights. These will be kept under review and updated/amended as required and published on the Club website.
2. No-one is allowed to enter Club facilities with, or under the influence of, alcohol or drugs. Smoking (including e-cigarettes) is not permitted anywhere within the boundary of the Club. For specific organized events, alcohol may be permitted on the premises with prior permission of the Committee
3. Food and hot drinks are not permitted on the courts at any time
4. Players and visitors are expected to take all litter with them when leaving the Club facilities
5. All players and visitors to the Club must at all times observe the health and safety requirements of the Club and familiarize themselves with Club policies and procedures, including Rules and Playing Regulations, codes of conduct, safeguarding practices, online safety guidance, fire and evacuation procedures, photography guidelines, anti-bullying and social media and communication guidelines. Polite and respectful communications in whatever form including social media must be maintained at all times
6. Any photography of persons using or within the Club facilities must be in line with the Club photography and filming guidelines including seeking permission from all persons who may be in the photos, etc. Photography of anyone under the age of 18 years is expressly forbidden unless prior consent has been obtained from a relevant responsible adult
7. Any member found to be in breach of any of the Rules and Codes of Conduct may be asked to relinquish their membership rights without prejudice and with no recourse for reimbursement and their membership declined in future years. In the case of non-members, they could be asked to leave the premises with no right to return

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8. In the case of dispute, persons concerned have the right to appeal directly to the Club Chairperson