

Constitution As Agreed at AGM Meeting March 2015

KNUTSFORD TENNIS CLUB

CONSTITUTION AND RULES

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1) NAME

- a) The Club shall be called the Knutsford Tennis Club and shall be recognised as being affiliated, as a section, to the Knutsford Sports Club, hereafter called the Main Club.

2) AFFILIATION

- a) Under affiliation all Tennis Club members will be required to observe the General Rules of the Main Club and pay subscription to it.
- b) The Club shall be affiliated to the Lawn Tennis Association and any other relevant national body, through the Cheshire County Lawn Tennis Association and shall adopt and conform to the Rules of these organisations insofar as they can apply.

3) OBJECTIVES

- a) The objectives of the Tennis Club shall be:-
 - i) To operate as a not for profit organisation, promoting the playing of tennis in the Knutsford community and surrounding area.
 - ii) To provide opportunities and facilities for tennis and associated activities for Tennis Club members and their guests.
 - iii) To provide other benefits to its members as it shall think fit.

4) TENNIS CLUB COMMITTEE

- a) The Tennis Club Committee shall comprise a Chairperson, Vice Chair, Honorary Secretary, Treasurer, Ladies' Captain, Men's Captain, Ground Officer, Junior Section Representative, Fixtures/League Representative, Social Secretary, Child Welfare Officer, Publicity Officer, Funding Officer and Membership Secretary. The Tennis Club Committee reserves the right to add any other committee positions, as it deems appropriate.
- b) All the above shall be elected at each Annual General Meeting of the Tennis Club, however if a vacancy occurs during the year, the Committee may appoint a member to fulfil that position.
- c) They shall remain in office and may stay on the Committee for as long as they continue to be re-elected at the AGM.
- d) The Chairperson of the Tennis Club Committee holds a seat on the Main Club Committee. Designated committee members may attend in their place, where appropriate.

- e) Five of the Committee shall form a quorum.
- f) Members may be invited to attend the Committee meetings, but will not be eligible to vote.
- f) The Tennis Club Committee shall appoint sub-committees as it may consider necessary.
- g) The Tennis Club Committee shall hold meetings as often as the Committee see fit.
- h) Any committee member failing to attend 3 consecutive meetings may have his or her name removed by agreement of a majority of other committee members.

5) GENERAL MANGEMENT OF THE TENNIS CLUB

- a) The Tennis Club Committee shall be responsible for all management and financial matters connected with the Tennis Club.
- b) The Main Club Committee shall intervene if it believes that any proposal or action of a Section is not in the best interests of the Club overall and may change the decision of a Section.
- c) Knutsford Tennis Club agrees that each member of the Management Committee will be required, as a condition of election or appointment, to agree to be bound by and subject to the LTA rules, the Rules and the Disciplinary Code, such agreement to contain an express acknowledgement that the Contracts (Rights of Third Parties) Act 1999 applies and that [the LTA] and Knutsford Tennis Club can enforce any breach at its option and in its sole discretion.

6) ANNUAL GENERAL MEETING

- a) The Annual General Meeting of the Knutsford Tennis Club, hereafter called the Club, shall be held on a date convenient to the Tennis Club Committee before the end of March in each year.
- b) This will transact the following business
 - (1) Chairperson's report
 - (2) Club Accounts from previous year
 - (3) Election of officers and committee members
 - (4) Team reports
 - (5) Junior reports
 - (6) Any other matters which the Tennis Club Committee or members want to bring before the membership
- c) The Quorum for the AGM shall be 15 members.

- d) All members are entitled to receive notice of and to attend Annual General Meetings (AGMs) , but only 'Senior', 'Senior' member within 'Family', 'Intermediate', 'Student' and 'Day Time' members, shall be entitled to vote at AGMs. A member other than the categories above shall be entitled to all the privileges of membership relevant to his class of membership but shall not have the right to vote at AGMs.

7) EXTRAORDINARY GENERAL MEETING

- a) An Extraordinary General Meeting (EGM) of the Club for any special purpose, may be called by order of the Committee and shall be called on written requisition of 15 members of the Club to the Hon. Secretary.
- b) All members must be notified of the EGM and the date set not less than 14 days after the notification.
- c) The Quorum for an EGM shall be 15 members.
- d) All members are entitled to receive notice of and to attend EGMs, but only 'Senior', 'Senior' member within 'Family', 'Intermediate', 'Student' and 'Day Time' members, shall be entitled to vote at EGMs. A member other than the categories above shall be entitled to all the privileges of membership relevant to his class of membership but shall not have the right to vote at EGMs.

8) AMENDMENT TO RULES

- a) The Rules shall not be altered except on votes cast in favour of alteration by two-thirds of the 'Senior', 'Senior' member within 'Family', 'Intermediate', 'Student' and 'Day Time' members present at the meeting, at an Annual General Meeting or an Extraordinary General Meeting of the Club. Any proposed alterations must be sent in writing to the Hon Secretary at least fourteen days before the meeting. A copy of such proposed alterations shall be embodied in the notice convening the Meeting.

9) LTA RULES AND DISCIPLINARY CODE

- a) Defined terms :
In the rules, unless the context requires otherwise:
 - I. "Disciplinary Code" means the disciplinary code of the LTA in force from time to time; (Available to view at <http://www.lta.org.uk>)
 - II. "LTA" means LTA CLG 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;
 - III. "member" means a member of Knutsford Tennis Club;
 - IV. "Rules" means the rules of the LTA as in force from time to time

- b) Each member agrees as a condition of membership:
 - i. To be bound by and subject to the rules of Knutsford Tennis Club (as in force from time to time)
 - ii. To be bound by and subject to the LTA's Rules and the Disciplinary Code
- c) Rule 9b) 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 the avoidance of doubt, the members do not intend that any term of these rules, apart from rule 9b), should be enforceable, by virtue of the Contracts (Rights of Third Parties) Act 1999, by any person who is not a party to this agreement.

10)MEMBERSHIP

- a) No person shall be denied membership of the Club on the grounds of ethnic origin, age, disability, gender, occupation, sexual orientation, faith, political or other beliefs.
- b) The Tennis Club promotes an Equality and Diversity Policy.
- c) There will be Full Senior members, Social members, Junior members and other classifications such that will be approved by the AGM or EGM.
- d) The total number of members is not currently limited but this could be revised by the Committee, should it believe that available facilities are not sufficient to sustain value for members.
- e) The Committee may 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 the rules.

11)ANNUAL SUBSCRIPTIONS

- a) The Tennis Club part of the subscription shall be fixed at the Annual General Meeting on a date convenient to the Tennis Club Committee before the end of March in each year.
- b) The Committee uses its reasonable endeavours to ensure that fees set do not preclude membership and community participation.
- c) The subscription year shall run from 1st May to 30th April.
- d) The subscription for the ensuing year shall become due on 1st May.

- e) New members may join at any time, paying a pro-rata subscription to the end on that subscription year, except those paying mini tennis registration fees.
- f) Any members who have not paid their annual subscriptions within one calendar month of the due date may be deprived of membership.
 - i) Tennis members with subscriptions in arrears shall be barred from playing unless the Committee decide that there are extenuating circumstances.
 - ii) The Tennis Club Committee may remove the name of any member whose annual subscription is one month in arrears. Such members shall be notified of the decision of the Tennis Club Committee.

12) FINANCIAL MANAGEMENT

- a) The Tennis Club Committee shall be responsible for all financial matters connected with the Tennis Club.
- b) The Tennis Club shall be responsible for managing its own affairs and meeting its own revenue expenses and balancing these against its subscription income and fund raising activities including sponsorship.
- c) The Club will not take out a loan without approval of the Main Club.
- d) As the Tennis Club is a not for profit organisation, any surpluses may be prudently put aside for future maintenance or improvements.
- e) The revenues shall be deposited in a bank account or building society in the name of the Knutsford Sports Club – Tennis Section, and no sum shall be drawn from the account except by cheque signed by an agreed two Committee members or by bank transfer carried out by one agreed committee member using internet banking, usually the Treasurer, so long as it has been approved by at least one other agreed committee member. The committee members with power to authorise payments will usually be the Chair, the Secretary and the Treasurer, but this can be modified with Committee approval.
- f) Audited Accounts of the calendar year ending 31st December just passed will be presented at the Annual General Meeting for all members to approve. This will be the usual responsibility of the Treasurer of the Club, but ultimately responsibility falls onto the whole Committee to ensure this is completed.
- g) The Tennis Club shall submit to the Main Club Committee an audited Income and Expenditure Account annually.
- h) The Tennis Club Committee will ensure that financial diligence is upheld throughout the year by regular examination of the Club's finances and bank and building society statements.

13) MEMBERS PLAYING

- a) Members shall have the right to play at any time during the year subject to the following regulations:-
 - i) The Committee may close any or all courts to enable matches to be played, or for repairs, or for approved coaching sessions, or for any other reason approved by the Committee.
 - ii) If any booking arrangements are in force.
 - iii) The Committee may make further regulations for the use of the courts in addition to the above which shall be circulated annually and prominently displayed with regard to Club Nights, Junior arrangements, match practice nights, club tournaments etc.
- b) No member shall be paid a salary, bonus, fee or other remuneration for playing for the Club.
- c) Knutsford Tennis Club agrees that all unlicensed and unregistered coaches and, so far as reasonably practicable, players and other persons using the facilities of Knutsford Tennis Club will be required, as a condition of such use, to agree to be bound by and subject to these rules, the Rules and the Disciplinary Code, such agreement to contain an express acknowledgement that the Contracts (Rights of Third Parties) Act 1999 applies and that the LTA and Knutsford Tennis Club can enforce any breach at its option and in its sole discretion

14) VISITORS/GUESTS

- a) Members may introduce visitors to the Club to play on any day (except during annual tournament, match days, or any such days as the Committee may direct) on the following conditions:-
 - i) On payment of a visitor's fee
 - ii) No one may be admitted as a visitor or guest on more than four occasions in any calendar year.
 - iii) Members must sign guests in and at all times accompany all daily visitors they introduce and be present on the ground while the latter are playing and shall be responsible for the due observation by such visitors of all the Rules and Regulations of the Club.
 - iv) It is the responsibility of the member to collect such monies and hand the money directly to a Committee member.
- b) The Committee shall have the power on special occasions to suspend, or vary, the Rules relating to introduction of visitors, in particular they may sanction the playing of matches on the Club courts by non-members on such terms as they think fit.

- c) The Committee reserves the right to offer structured and supervised “Pay and Play’ opportunities to non-members of the club and the local community, where appropriate and in the interests of the club, including membership initiatives.

15) TENNIS ATTIRE

- a) Players must wear sports clothing appropriate for tennis and footwear suitable for Astroturf tennis courts. Coloured sports clothing can be worn if it is appropriate for tennis.

16) SUSPENSION / EXPULSION

- a) Any member wilfully infringing any of the Rules, or whose conduct in the opinion of the Committee shall have been such as to render his/her presence on the Club’s premises objectionable, shall be liable to be suspended for a period or expelled by the Committee from their privileges as a member.
- b) The suspended or expelled member may appeal against the decision and have their case considered by the Committee on the written request of that member to the Hon Secretary.
- c) Should such member not request an appeal meeting within three months from his/her suspension; the Committee shall have the power to remove his/her name from the Roll of Membership.

17) RESIGNATION

- a) A member may withdraw from membership of the Club on clear written notice to the Committee.
- b) Membership shall not be transferable in any event and shall cease immediately on the failure of the member to comply or to continue to comply with any condition of membership set out in these Rules or on death.

18) EFFECT OF RESIGNATION OR EXPULSION

- a) Any person ceasing to be a member forfeits all right to and claims upon the Club, its property and its funds and they have no right to the return of any part of their subscription unless the Committee deems it correct and right to do so taking into account the individual circumstances.

19) DISSOLUTION

- a) A resolution to dissolve the Club shall be proposed only through an EGM and shall be passed only if carried by a majority of at least three quarters of the voting membership. Any proposed dissolution must be sent in writing to the Hon. Secretary at least fourteen days before the meeting. A copy of such proposed dissolution shall be embodied in the notice convening the Meeting.
- b) The dissolution shall take effect from the date of the resolution being carried at the EGM and the members of the Club Committee shall be responsible for the winding up of assets and liabilities of the Club.
- c) Any property/monies of the Club remaining after dissolution and after all legitimate claims have been met, shall be paid or distributed to the LTA for use in community related tennis initiatives, another community amateur sports club for tennis or to a registered charitable organisation.

SIGNED :

NAME:

COMMITTEE POSITION :