



LONGSTANTON TENNIS CLUB

Members Handbook February 2020

Longstanton Tennis Club
Recreation Ground, Over Road,
Longstanton, Cambridge
CB24 3DN

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1 Membership

Welcome to Longstanton Tennis Club. The following pages give you a brief introduction to the club, your responsibilities as a member and what your membership entitles you to.

1.1 Membership Categories

There are currently six categories of membership, as follows:

- Adult (aged 26 or over on 1st April)
- Couple (two adults)
- Family (up to 2 adults and any number of children within the family unit)
- Senior (65 and over on 1st April)
- Junior (under 18 on 1st April or in full time education)
- Young Adult (aged 18 – 25 on 1st April)

All memberships run from 1st April until 31st March in the following year. Memberships for new members joining any time after 1st April will still expire on 31st March. New members will pay the full price, except if joining after the summer season has finished, at which point the fee may be reduced at the discretion of the committee for the remainder of the year.

The club also has a three-month trial membership package, which runs from the date of joining. After that date, if you wish to continue as a member, you may purchase a full membership package and the fee for the three-month trial will be subtracted from the cost. Trial memberships may only be purchased once.

1.2 Membership Benefits

- Use of the courts at any time between 8am and 11pm (unless booked for a specific activity such as coaching or a match)
- A key to access the courts (one key per membership. Payment of refundable deposit of £10 per key required)
- Participation in club nights
- Reduced rates on coaching
- British Tennis Membership, with regular newsletters from the LTA and priority access to tickets for professional tennis tournaments across the UK
- Entry into the ballot for Wimbledon tickets allocated to Longstanton Tennis Club (providing you have activated your BTM and opted in to the ballot)
- Entry into leagues organised within the club
- Opportunities to play for the club in local league matches (men's and mixed teams)
- Participation in various club social activities.

2 Keys

There is a key safe with a combination lock next to the court gate. When booking a court, you will be given the code to open the key safe. Members may also request their own personal key, subject to a refundable £10 deposit. This £10 will be repaid upon safe return of your key.

One key with a numbered fob will be issued per membership (i.e. one key per adult, per family or per junior membership). This key will open the padlock on the main access gate to the courts. It also opens the padlock to access the bowling green for collecting stray balls.

3 Court Bookings

Everyone wanting to use the courts should reserve the relevant time slot on the online booking system: <https://clubspark.lta.org.uk/LongstantonTennisClub/Booking/>

Club sessions, matches and coaching commitments are already blocked out on the booking system, and the courts are unavailable for private use at these times. There is no need to book if you wish to attend a club session.

Members can book a court free of charge. Non-members will be charged £5 per hour, and will be sent instructions on obtaining access with the booking confirmation.

If the courts are in use when you arrive to play, anyone who has booked a court via the online system has priority, and anyone else using the courts on spec (without booking) should vacate them straight away.

4 Balls and Floodlights

Tennis balls are provided by the club for use in club night sessions and League matches. Tins of balls are stored in the locked metal box in the corner of the court; a small subset of members (generally those who regularly attend club sessions and usually arrive early) have a key to open the box. On average, two new tins of balls are provided per week and/or per match. Any feedback on the quality of the balls (positive or otherwise) should be directed to the committee.

Please note that club balls should not be used for personal play outside of club sessions or matches. Anyone found to be using their ball box key inappropriately will be asked to return it.

Floodlights are also funded by the club for use in club night sessions, coaching sessions and League matches. A small subset of members have access to the power switch for the floodlights. It is the keyholder's responsibility to ensure that the lights are switched on correctly, and that they are switched off at the end of the session. Note that any repairs to damaged floodlights are likely to be extremely expensive, so we ask for your support in ensuring they are used correctly.

Floodlights should not be used for personal play outside of club sessions or matches. Any feedback or comments on this policy should be directed to the committee.

5 Guests

We encourage all local residents to join the club as members. Members are welcome to bring guests onto the courts, accompanied by payment of a guest fee, however it is assumed these guests are visitors that don't live locally and use the premises infrequently.

It is your responsibility as a member to ensure any guest fees are paid to a committee member ASAP. Guest fees are half the price of an hour's Pay and Play, i.e. £2.50 per hour.

Please note that parents wanting to play on court with their children need to purchase either a family membership or an adult and junior, depending on which is most cost-effective. We strongly discourage parents either just joining themselves, or just joining their children as juniors, and then using the courts together on a regular basis. Please help us ensure that everyone using the facilities pays fairly towards their upkeep and maintenance.

6 Coaching

Our resident coach David Nation runs coaching for both juniors and adults throughout the year during term time. Sessions are in small groups and run in six- or seven-week blocks. Week-long intensive courses also run during the school holidays. Individual/private lessons can also be arranged.

Coaching is available to both members and non-members, with a special reduced rate for members. Sessions run on a Thursday from 4pm. Please see our website for the latest session details. Contact David to book your place by emailing coaching@longstantontennis.co.uk or phoning 07974 455735.

7 Club Sessions

A very popular element of the membership are the regular club sessions. All adult members are welcome to come along and mix in for social games. There is no need to book in advance, simply turn up. Club sessions are run at the following times:

- Tuesdays from 6pm
- Fridays from 6pm
- Sundays from 11am

If you aren't confident in your ability and would prefer a hit with a suitable member first for reassurance, please contact us on committee@longstantontennis.co.uk

Beginners are encouraged to start with a session of coaching with David Nation to master the basics, before joining in with club sessions.

Ladies only nights can be arranged if sufficient demand, so please let us know if this is something that you would like to take part in.

8 League Teams

Longstanton usually enters a men's and a mixed team into the Business Houses League. These matches are played against other local clubs between May and August, and involve some home and away fixtures. They are a great way of meeting players from other clubs and are usually followed by a drink in the local pub and a bite to eat. Matches are usually played on weeknights and tend to start at 6:30pm.

If you are interested in joining either of the Longstanton teams, please contact:

- Sarah Ballard mixed-team@longstantontennis.co.uk
- Michail Dermenzi mens-team@longstantontennis.co.uk

Priority will be given to those who regularly attend club sessions. From Autumn 2019 we will also be participating in the LTA league with a men's team. Please contact Michail if you're interested in playing.

9 Juniors

Organised play for junior members revolves around the coaching sessions that our LTA certified coach David Nation runs. These are on Thursday afternoons (see [coaching section](#) of this guide). David also runs occasional matches for juniors against other local clubs.

We also run the annual Jake Benton Memorial Trophy Junior Tournament at the beginning of the summer. All junior members are welcome, and indeed encouraged to play.

10 Welfare

Ben van Well has been recently appointed as Club Welfare Officer and assumes responsibility for creating a safe and inclusive venue for everyone. He will be the main point of contact for all children and adults to report concerns and disclosures, handling concerns calmly and sensitively in line with the club's reporting procedure and prioritising the wellbeing of the child/adult at risk at all times

To contact Ben, please email welfare@longstantontennis.co.uk

11 Court Maintenance

We have recently invested heavily in the facilities at the club. The courts have recently been resurfaced and painted. To ensure they stay in as good a condition as possible, we ask for your help in keeping them clear of any loose debris. Brushes are provided at the side of the courts, so please make the most of any spare time if waiting at the start of a club session. Please also make the effort to join us for any of the organised leaf sweeping sessions usually held in the Spring and Autumn (you'll hear about these via email).

Both courts also have new nets. Please do not loosen the nets after you have played; they should be left at the correct tension to prolong their life (and the life of the winders).

Please do not bring food or drink onto the courts that could leave a mess. A bin is provided, but if you have recyclable rubbish, please take it with you when you leave.

Please contact the committee if you spot any issues with the facilities or concerns about their use.

12 Social Events

We aim to organise several social activities throughout the year, to complement the tennis played on court. These events are open to all, and we welcome all family members to come and join in the fun. Regular events include:

- End of March AGM
- May Wimbledon ballot night with cheese and wine
- July Summer tournament on Wimbledon men's final day
- August Bank holiday picnic and croquet afternoon
- December Christmas party

We'd love to hold more social events, so please let us know if you are able to help with running them.

13 Newsletters and Social Media

For all the latest information, make sure you are signed up to receive our email newsletters. Simply enter your details on our website www.longstantontennis.co.uk

The club has a Facebook page at <https://www.facebook.com/LongstantonTennis> where we also post regular news and updates on the club.

We also have a [WhatsApp](#) group that is used by our regular members to coordinate and arrange social sessions and matches. Members are encouraged to join this group, as it is useful to know who will be attending the social sessions.

14 British Tennis Membership and Wimbledon Ballot

Joining Longstanton Tennis Club also entitles you to become a British Tennis member. This is entirely free, and offers benefits such as priority access to tickets for professional tennis championships. You will receive an invitation to become a BTM shortly after joining Longstanton. Simply follow the instructions on the LTA website, and ensure you link your membership to our club.

Every year, you also have the option to opt in for the Wimbledon ballot. Longstanton Tennis Club gets allocated a certain number of show court tickets, depending on the number of opted in members the club has. We then hold a ballot to assign those tickets fairly to individuals within the club (tickets are not free of charge so they must be paid for by the individual, but this is a great opportunity as show court tickets cannot be bought directly). Your tickets are **STRICTLY NON-TRANSFERABLE** and must not be sold, transferred or advertised for sale or transfer whether on the internet, in newspapers or elsewhere. Any tickets which are transferred, advertised or offered for sale or transfer will be void.

Members must opt in individually every year, so please remember to do so (or heed the email reminders you'll get to do so) between December and February each year.

15 Volunteers

We are always on the lookout for volunteers to help with the running of the club. If you'd like to get more involved, please contact committee@longstantontennis.co.uk

16 Key Return

If you are unfortunately leaving the club or won't be renewing your membership, please ensure that you contact a member of the committee to return your key and receive your £10 deposit back.

17 Contacts

Club information can also be found on our website, www.longstantontennis.co.uk

Any queries or comments should be directed to the club Committee as a whole, or to a specific officer:

- Committee committee@longstantontennis.co.uk
- Damian Kramer, Chair chair@longstantontennis.co.uk
- Fred Chatfield / Cheryl Horsfall, Treasurer treasurer@longstantontennis.co.uk
- Sarah Ballard, Secretary secretary@longstantontennis.co.uk
- Ben van Well, Welfare Officer welfare@longstantontennis.co.uk