

SLYNE-with-HEST TENNIS CLUB

RULES 2018

1 NAME AND OBJECT

The club founded in 1975 shall be named "The Slyne - with - Hest Tennis Club". The object of the club is to provide facilities for and to promote participation of the community in the sport of tennis.

2 CONSTITUTION

The Club is constituted by these rules as a non-profit making Members Club, In no circumstances during the continuance of the Club, not at, nor after its dissolution, shall any assets or surplus funds be distributed to any Member or other person nor to any organisation which is not itself constituted as a recognised or registered charity.

3 CLASSES OF MEMBERSHIPS

FAMILY

ADULT

rates for memberships to be

JUNIOR (under 18 on 1st January)

fixed at the A G M

STUDENT (in full-time education)

SOCIAL (Please note: social members are unable to play unless they pay visitors' fees)

HONORARY (at the discretion of the committee)

VISITOR

- a In the event of the Club being liable for Value Added (or any other) Tax on Members' subscriptions, the figure shown shall be inclusive thereof.
- b The subscription year shall run from January 1st to December 31st.
If an adult or Family member of the Club fails to pay his / her / their subscription by January 31st they cease to be a member but may rejoin on a payment of the subscription plus a late-payment fee of £10.00. There is no late payment fee for juniors, students or social members.
- c Members who haven't paid by December 31st will not be able to vote on any club business, but may continue to play until January 31st. After January 31st, they will no longer be a member unless they pay their membership with the late-payment fee if applicable for their membership class.
- d For a new adult membership application after the end of July, there is a reduced subscription fee. All other membership classes remain the same after the end of July

A member who is 18 years of age during the calendar year, is eligible to pay junior fees until their membership is renewed and may also play in the junior tournaments that year. In
- e accordance with the LTA recommendations, juniors under the age of 13 should not be left unsupervised (without an adult or junior over 13) at the club unless taking part in coaching or a tennis camp.

4 FINANCIAL YEAR

Except for the purpose of subscriptions (see rule 3) the Club's financial year shall run from 1 September to 31 August and the accounts submitted to the A G M shall be prepared accordingly. Where possible, the accounts shall be published as soon as completed, prior to the AGM.

5 ELECTION OF MEMBERS

- a Membership of the Club shall be open to all persons irrespective of ethnicity, nationality, religion or beliefs: or of age, sex or disability except as a necessary consequence of the requirements of tennis as a particular sport.

- b** Honorary membership, shall be strictly limited and be at the discretion of the committee, by way of reward for special services to the Club. In addition, the serving president will be given honorary membership for the duration of his/her time in office.

- c** The Club may refuse membership or expel from membership only for good and sufficient cause, appeal against the decision should be via the club secretary and follow the procedures set out below in 6b.

6 DISCIPLINARY PROCEDURE

- a** The Committee shall have the power to terminate or suspend the membership of any member or to exclude any member or visitor whom it considers guilty of a breach of the rules, or misconduct or offensive behaviour to any other member, visitor or employee, whether on the club's premises or elsewhere. This is in line with the LTA's code of conduct (which is displayed in the clubhouse).

- b** Members who have had conditions placed on their membership, or are disciplined by the committee, are able to appeal this decision (if so desired). They should contact the club secretary, who will oversee the formation of a three-person panel which is independent of the club committee and acceptable to the member making the request and committee. The decision of the appeals panel is final and cannot be overturned. In addition, only one appeal is allowed per complaint.

7 INJURY / LOSS OF PROPERTY

Members or visitors leaving unattended vehicles, racquets, clothing or other property at the club do so at their own risk and the club shall not be responsible for any loss, damage or injury from this or any other cause.

8 VISITORS AND TEMPORARY MEMBERS

- a** There is a visitor fee for all non-members who wish to play at the club. Visitors must be accompanied by a member and follow club etiquette. The current amount is posted in the clubhouse and chargeable per day: please note this amount might be subject to change. Monies should be deposited in an envelope in the box in the club house. The envelope should include the member's name, the guest's name along with a date. There is no limit to the number of times a visitor can play during the calendar year.

- b** Every member of a visiting match team shall be an honorary member for the day and every competitor in a tournament at the club (and in the case of a visitor under 18, his / her parent or guardian) shall be honorary members for the period of the tournament or match.

9 MANAGEMENT

- a** The management of the club shall be in the day-to-day control of a committee of not more than six members in addition to the officers who shall be ex officio members of the committee and shall be chairperson, secretary and treasurer. The club and its members shall indemnify the officers for the time being against all liability arising under the lease of the club premises from the Slyne - with - Hest Parish Council or their successors in title.

- b** Before any major liabilities, real or possible are entered into, assent of the AGM or an EGM shall be obtained. The committee may also include one junior member and one social member. All shall be elected at an A G M for their term of office, except that the committee shall have the power to temporarily fill any casual vacancy until the next AGM when the co-opted member would need to stand for election. When members are voted on to the committee, they shall stand for a maximum period of 4 years without the need for re-election. After their 4 years, they must step down for a period of at least one year if other people wish to stand for the vacant position. If there are no members to fill the vacant position, then the retiring committee member can be re-elected with the terms of appointment, where possible, adjusted to ensure that no more than three committee vacancies are anticipated in any one year.

- c** Whenever possible, the formation of the committee including the officers shall not include more than one member of the same family unless there are no other candidates to fill the vacancy (as recommended by the LTA).

d The elected officers may hold office for a period of not more than four consecutive years. If, due to lack of nominations for the vacant position, the retiring officer may be re-elected.

e Officers and committee members do not need to be re-elected each year if their term of office still has time to run.

f The committee shall elect members in accordance with Rule 5 and shall from time-to-time make and revise the club's regulations and shall have the powers to decide any matters provided for by these rules and current regulations.

g The committee may invite an individual to fill the role of Club President. The role will be for a period of five years, after which they must be re-appointed or step down. Club presidents are able to attend committee meetings if they so desire, but in a non-voting capacity.

h The committee shall meet at least four times per calendar year and additionally as circumstances may require. The quorum at a committee meeting shall be four and in the event of equality of voting, the chairperson shall have a casting vote. The committee may delegate any part of its duties (except the election of members) to one or more sub-committees which may be composed of any member of the club, but any sub-committee to control a bar supplying intoxicating liquor shall be appointed in accordance with licensing requirements. The chairperson can vote at all committee meetings, but only has the deciding vote at the AGM.

i The agenda for upcoming committee meetings will be sent out in advance via the Google group and posted in the club house on the notice board. After a meeting, the minutes will be posted on the notice board after they have been passed as a correct record at the subsequent meeting. If any alterations are required to the minutes at the subsequent meeting, then the minutes will then be posted and emailed after these have been made. Any member wishing to raise a point at the meeting under AOB, should contact the secretary via Email with his/her business at least 48 hours in advance: this will then be discussed at the meeting and feedback will be given.

10 GENERAL MEETING

a An AGM shall be held each year during the month of October.

b The committee may call an extraordinary general meeting (EGM) at their discretion or within one month of receipt by the secretary of a requisition signed by twenty members stating the business proposed to be transacted. At an EGM, the only business to be discussed must be the reason the meeting was convened. The secretary will call an EGM within four weeks of receiving the notification: there must be a minimum of two-weeks' notice given by E-mail and posted notification in the clubhouse before the meeting takes place.

c Any member wishing to propose a resolution at the AGM or stand for a committee (including officers) vacancy, must send a notification to the secretary (in writing or via Email) at least 14 days before the AGM so that provision may be made on the agenda. Any prospective committee member or officer must include a proposer and seconder in their letter/ Email to the secretary, who must be current members. Please note: members may only propose or second one person at an AGM. Proposals for committee members without proposers and/or seconders will not be accepted.

d The secretary shall send notice of an upcoming AGM to the Google Group (and this will also be posted in the clubhouse) at least one month before the scheduled meeting. When the agenda has been finalised and resolutions and nominations have been received, the secretary will post the agenda in the clubhouse and send it via Email to the Google group giving at least 7 days' notice. Members unable to access the Google group or visit the clubhouse can request an agenda to be posted to them

e The business of the AGM shall be the confirmation of the minutes of the previous AGM and of any subsequent extraordinary general meetings, the consideration of the committee's report and the treasurers accounts for the year, the election of any committee vacancies, the appointment of auditor and any other items of which notice has been given and details included on the agenda. AOB at the end of the meeting will be at the discretion of the chair.

f All adult members (including adult social members) and students over the age of 18 are entitled to vote at AGMs and EGMs providing they have been a member for at least three months: juniors are not entitled to vote. At the AGM (and any EGM), the chairperson and president are unable to vote on any matters included on the agenda. In the event of parity of voting, the chairperson will have the deciding vote. All members wishing to vote at an AGM or EGM, must attend the meeting unless exceptional circumstances prevail. If this is the case, the member/s must contact the secretary in advance of the meeting. The secretary will then

decide if this constitutes an exceptional circumstance. If approved, then any votes will be given in advance to the secretary who will ensure that they are kept confidential.

- g** The business of an extraordinary general meeting shall be in accordance with the requisition under which it was summoned and the agenda issued.

At any general meeting further business may be accepted by the chairperson (at their discretion) provided that it does not call for an alteration of rules, the winding up of the club, the transfer of any of the club's assets, the borrowing of money, or any expenditure not within the immediate financial resources of the club. Every member (excluding fee-paying visitors) shall be entitled to be present and to speak at any general meeting. However, junior members are ineligible to vote in these meetings. In the event of an equality of votes, the chairperson shall have the casting vote. At any general meeting the quorum shall be 20 members or 15% of the voting membership whichever is higher. The committee and officers are included in these numbers.

h

11 RULES AND REGULATIONS

A copy of these Rules and Regulations made by the committee under Rule 10 shall be displayed at all times on the club notice-board and also on the club's website (<https://clubspark.lta.org.uk/SlynewithHestTennisClub>): all members shall be deemed conversant therewith.

a

The rules shall not be altered except at an AGM or EGM after due notice, and then only with a majority of those present with voting rights in favour. The regulations, however, shall be made and periodically revised by the committee.

b

12 DISSOLUTION

The club shall be dissolved on the passing of a resolution to that effect at a general meeting, after due notice, by at least two - thirds of those present and voting. Such a meeting shall appoint a committee to wind up the affairs of the club and shall give general directions as to the disposal of any assets within the scope of Rule 2.

13 SELECTORS

Nominations for the positions of club selectors shall be made by members and put forward annually at the AGM. There will be three selectors nominated each year. There is no limit to the number of times a selector can be nominated.

14 COMMUNICATION

All communication from the club is via Email and the Tennis Google group. Any members unable to access the group will need to ensure that they check the notice board for updates. Membership forms will be Emailed to Google Group members at the end of December: this is the only paper work that non members of the Google Group will receive by post.

15 COURT BOOKINGS

Members wishing to reserve courts for regular group sessions (minimum 6 members and/or guests), other than regular club sessions, must apply to the committee in advance before booking the group's sessions for the season in the diary. The committee has the right to terminate an agreement if circumstances change.