

## STONE LAWN TENNIS AND SQUASH CLUB RULES (Revised after AGM 2010)

1. **Names of club, rules of play & object**      The club shall be named 'STONE LAWN TENNIS & SQUASH CLUB' and the rules shall be those laid down by the governing bodies of lawn tennis and of squash.

The object of the club is to provide facilities for and promote participation of the whole community in lawn tennis and squash.
2. **Members**      Membership of the club shall be open to all persons irrespective of ethnicity, nationality, sexual orientation, religion or beliefs; or of age, sex or disability except as a necessary consequence of the requirements of lawn tennis and squash as particular sports.

The club may refuse membership or expel from membership only for good and sufficient cause, such as conduct or character likely to bring the club or sport into disrepute. Appeals against such a decision may be made to the club's members and decided by a majority vote.

The club shall consist of adult playing members, junior playing members, associate members, indoor activities members, squash playing members and non-playing members. Associate members shall consist solely of members of the Stone Master Marathoners Club and as such the Marathon Club will be entitled to have two representatives who may vote at general meetings. Associate members of the club will be admitted to all other privileges of the club except playing. Indoor activities members and squash playing members may not play lawn tennis. Non-playing members shall be admitted to all the privileges of the club except the right of playing. Indoor activities members and non-playing members shall not be entitled to a vote at general meetings unless such members have previously been full members of the club. Junior playing members shall not be entitled to vote at any general meetings.
3. **Officers**      The officers of the club shall be a president, vice-president, honorary secretary, honorary treasurer, membership secretary, house chairperson, a squash representative and a tennis representative, who shall be elected annually by ballot at the annual general meeting hereinafter mentioned. They shall hold office for one year and shall be eligible for re-election from year to year. The officers shall be ex-officio members of committees and sub-committees. The president, or whoever takes the chair in his/her absence, shall have the casting vote at all meetings of the club and of the committees.
4. **Secretary**      The secretary shall keep full minutes of the proceedings at all committee and general meetings, and shall conduct the correspondence of the club and have custody of all documents belonging to the club. He/she shall have command of the servants of the club.
5. **Treasurer**      The treasurer shall receive all subscriptions and other payments due and owing to the club, and shall render an account thereof to general meetings and present accounts to the annual general meeting.
6. **General management**      The general management of the club shall be vested in a committee, which shall be appointed annually by ballot at the annual general meeting. The committee shall consist of the officers of the club and eight other members – four ladies and four gentlemen - with power to co-opt. The committee shall have the right to nominate a member of committee. At the annual general meeting and general meetings, 15 members shall form a quorum.
7. **Rules & regulations**      The committee shall be empowered to make rules and regulations and by-laws to meet temporary emergencies, or such as it may consider necessary for the well-being of the club, which shall have effect until set aside by a general meeting. It will also have power to decide any other questions not covered by the rules.
8. **Vacancies on committees**      Any vacancies on the committee during the year may be filled by the committee, and the members so elected shall hold office until the next annual general meeting.
9. **Meetings of the committee**      The committee shall meet at any time for the transaction of business upon at least three days' notice being given by the secretary, either upon his/her own authority, or upon a requisition signed by another officer, or at least three members of the committee, stating the nature of the business to be transacted.

10. **Election of the committee** All candidates for the committee should be proposed and seconded, and if more candidates than the places available, their election shall be decided by ballot.
11. **Annual meeting** The annual general meeting of the club shall be held not later than 30 April, and seven days notice in writing of such meeting shall be given to each member.
12. **Extraordinary meetings** Extraordinary meetings of the club may be called at any time by requisition made in writing to the secretary and signed by at least twenty members and stating the nature of the business to be transacted, or by the secretary upon his/her own authority. Notice of such meetings must be posted in the clubhouse and given to each member at least seven days before the date thereof.
13. **New members** Every candidate for membership must be proposed and seconded by two members of the club and his/her full name and address, together with the names of the proposer and seconder, shall be sent to the membership secretary.

No person shall be admitted to membership, or be admitted as candidates for membership to any privileges of membership without an interval of at least two days between their nomination or application for membership and their admission: nor may persons becoming members without prior nomination or application be admitted to the privileges of membership without an interval of at least two days between their becoming members and their admission. The election of members shall be in the hands of the committee on a majority vote. On the election of any member the membership secretary shall at once give him/her notice thereof. Every member shall be considered as acquiescing to the club rules and regulations and submitting to the restrictions and regulations they enjoin. The rules of the club will be found on the notice-board of the clubhouse.

14. **Subscriptions** The annual subscriptions shall be approved each year at the annual general meeting and subsequently posted on the club notice-board.

Student membership: Persons are only eligible for student membership if they are 25 years of age or less and in full-time education.

Subscriptions: All subscriptions are paid annually in advance and fall due on the 1<sup>st</sup> April. Members who are new to the club and joining in the middle of the year shall pay a subscription at a prorata rate.

Any member leaving their membership unpaid 30 days after it falls due shall cease to be a member of the club and can only be re-instated with the consent of the committee and payment of all arrears.

Members wishing to resign from the club or change their grade of membership shall give notice in writing to the secretary before their subscription becomes due.

Membership cards: On payment of each year's subscription a current membership card and shoe tag (playing members only) will be issued. All members must produce proof of membership, when reasonably requested to do so.

15. **Visitors** A member may introduce one visitor to the club at any one time. Such guest and member shall sign the visitors' book, and the member introducing such visitor shall be responsible for his/her good conduct and for supplying refreshments. The authorising member is required to enter into the visitors' book the time and date of the visit and the full name and address of the visitor. The member's full name and/or membership number must be entered and the entry must be signed by the member.

Visitors fees are as posted by the visitors' books for squash and tennis and it is the responsibility of members to ensure that the correct fees are paid.

Persons resident within 20 miles of Stone may play squash and/or tennis at the club as a visitor only five times between 1 April and 31 March of the following year.

16. **Members of visiting teams** Members of clubs visiting Stone Lawn Tennis & Squash Club, in accordance with the fixture list, shall be deemed to be members and shall be entitled to the privileges of the club during the period of their stay.

17. **Alterations of the rules** No rule of the club shall be repealed or altered and no new rule shall be made except by a majority of members present and voting at a club meeting. Written notice of the intention to propose any new rule or alteration must be given to all members of the club not less than one week before the meeting. The secretary shall also post such notice on the notice-board in the clubhouse and give particulars of the same in the circular convening the meeting.
18. **Complaints** All complaints shall be made in writing to the secretary, who, if unable to deal with them, shall submit them to the committee. Should the decision of the committee be unsatisfactory an appeal may be made to a meeting of the club. In no case shall a servant of the club be reprimanded directly by any member, nor shall any member give instructions to any club workman.
19. **Expulsion of members** If, in the opinion of the committee, any member is guilty of conduct calculated to bring discredit upon the club, the secretary shall be instructed to send notice to such member demanding immediate resignation. Should such a demand not be complied with within six days from receipt of such notice, the member shall be expelled from the club and notice of this expulsion shall be posted in the clubhouse.  
  
Appeals against such decisions may be made to the club's members and decided by a majority vote.
20. **Play** The club shall be open for play all the year round. Members paying junior rates may play after 3.00 pm on Saturdays, Sundays and Bank Holidays and after 6.30 pm on weekdays, only if courts are not required by adult members.  
  
Other court reservations, agreed with the committee, shall from time to time be displayed on the notice-board.
21. **Dogs** No dogs shall be allowed in the clubhouse or on the club grounds except on a lead.
22. **Management of the grounds** The management of the grounds shall be under the immediate care of a sub-committee consisting of three members who shall be elected by the general committee at the first meeting of the year. This sub-committee shall have power to close any or all of the courts should, at their discretion, the necessity arise.
23. **Bar** The hours of opening will be posted adjacent to the bar and will be subject to members' requirements and to the ability to provide staff. Any function requiring a bar after 11.00 pm will require an extension that has to be applied for by the secretary one month prior to the event.
24. **Voting** The committee shall appoint two officials to oversee the voting procedures and counting at general meetings. Only those members entitled to vote shall be issued with voting papers, either on entry to the meeting venue, or immediately before the vote.
25. **Sale of intoxicating liquor** of Persons under 18 years of age will not be supplied, sold or allowed to consume alcohol on the premises.
26. **Club registration** The club secretary has responsibility to ensure the club is registered with the Magistrates' Court under the provisions of the Licensing Act. In addition he/she shall ensure that the Club Registration Part III Certificates in respect of any gaming machines are in order.
27. **Amendment of Club Rules** of The club secretary has the responsibility to ensure a copy of the rules of the club is deposited with the Police and the Clerk to the Licensing Justices. Notice of any alterations in any of the rules or byelaws (including committee members), or objects of the club shall be given to the Police and the Clerk to the Licensing Justices within 28 days of the amendments being made.
28. **Annual Review of Club Rules** The club secretary has the responsibility to ensure these rules are reviewed annually on or before 1 March in each year at the nearest general committee meeting to that date. The reviewed rules must be displayed on the club notice board and copies of the rules forwarded to the Police and the Licensing Justice.

29. **Income property** & The income and property of the club shall be applied solely towards promoting the club's object as set forth in these rules and no portion thereof shall be paid or transferred directly or indirectly, to the members of the club.
- Upon dissolution of the club any remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body.
- 30 **Private functions** Members or friends may hire a room at the club for a private function; for example, a birthday party or anniversary event. Bar facilities will be made available if requested for the sale of alcoholic drinks to non-members. Any profits will be wholly for the benefit of the club.
- 31 **Groups hiring a room** During the week the club hires out a room to the following groups, bridge players, keep-fit enthusiasts and participants in a Slimming World class. In addition, from time to time, other groups may be approved by the committee. Participants, who may not be club members, are able to purchase alcoholic drinks at the club bar. Any profits will be wholly for the benefit of the club.

**Date:**

**Signed:**