

Water Orton & District Tennis Club

Club Rules & Constitution

1. Name

The Club, established in 2010, is called Water Orton & District Tennis Club ("the Club").

2. Definitions

2.1 "the Chairman" means the person [elected] [appointed] from time to time to be the chairman of the Club in accordance with Rule 9;

"the CLTA" means Warwickshire County Lawn Tennis Association;

"the Game" means the game of tennis;

"the [Honorary] Secretary" means the person [elected] [appointed] from time to time to be the [honorary] secretary of the club in accordance with Rule 9;

"the [Honorary] Treasurer" means the person [elected] [appointed] from time to time to be the [honorary] treasurer of the Club in accordance with Rule 9;

"the LTA" means the Lawn Tennis Association (the governing body of tennis within Great Britain, the Channel Islands and the Isle of Man) of The National Tennis Centre, 100 Priory Lane, Roehampton, London SW15 5JQ and its subsidiaries or such successor entity or entities as become(s) the governing body of the game of tennis within Great Britain, the Channel Islands and the Isle of Man from time to time;

"the LTA Disciplinary Code" means the disciplinary code of the LTA in force from time to time;

"the LTA Rules" means the rules of the LTA as in force from time to time;

"the Management Committee" means the committee appointed under Rule 9 to manage the Club;

"the Members" means the members of the Club admitted from time to time to membership of the Club in accordance with Rule 5;

"the President" means the person [elected] [appointed] from time to time to be the president of the Club in accordance with Rule 9; and

3 Objectives

The objectives of the Club are:

- (a) principally to provide facilities for and generally to promote, encourage and facilitate the playing of the Game in the area of Water Orton & District Tennis Club and amongst the community;



- (b) to provide and maintain Club premises at Water Orton & District Tennis Club and club-owned tennis equipment for the use of its members;
- (c) to provide other ordinary benefits of an amateur sports club as set out in Schedule 18 of the Finance Act 2002 including without limitation [provision of suitability qualified coaches, coaching courses, insurance, medical treatment, post-match refreshments];
- (d) subject to the LTA Rules and the LTA Disciplinary Code and the LTA's wider jurisdiction, to make rules, regulations, bye-laws and standing orders concerning the operation of the Club including without limitation regulations concerning disciplinary procedures that may be taken against the Members;
- (e) subject to the LTA Rules and the LTA Disciplinary Code and the LTA's wider jurisdiction, to discipline the Members where permitted by its Rules/Regulations and to refer its Members to be disciplined by the LTA or the CLTA (as appropriate);
- (f) to do all such other things as the Management Committee thinks fit to further the interests of the Club, to advance and safeguard the interests of the Game, to promote increases in participation at all levels of the Game or as are otherwise incidental or conducive to the attainment of all or any of the objects stated in this Rule 3.

5. Membership

5.1 Eligibility for membership

5.1.1 Persons of either sex are eligible for full membership of the Club. No person shall be denied membership of the Club on the grounds of race, ethnic origin, creed, colour, age, disability, sex, occupation, sexual orientation, religion, political or other beliefs.

5.1.2 Persons below the age of 18 may be elected as Junior Members without the right to hold office or vote at general meetings.

5.1.3 The number of Members is limited to 170 due to available facilities.

5.2 Admission of Members

Any person who wishes to become a Member must submit an application in such form as the Management Committee shall decide. Every candidate for membership shall be considered by the Management Committee, which shall admit that candidate to membership of the Club unless to do so would be contrary to the best interests of the sport or the good conduct and interests of the Club. [A person shall not be entitled to any privileges of the Club until two days have passed since his application for membership was submitted, whether or not he is admitted as a Member before those two days have lapsed].

5.3 Conditions of membership

5.3.1 Each member (of each class) agrees as a condition of membership:

- (A) to be bound by and subject to these rules and the rules and regulations of the relevant CLTA (as in force from time to time); and
- (B) to be bound by and subject to the LTA Rules and the LTA Disciplinary Code.

5.4 *Classes of Members*

5.4.1 There shall be the following classes of members for the Club:

Full Member

Junior Member

Family Membership

5.5 *Subscriptions*

5.5.1 The entrance fee and annual subscription for each type of Member shall be determined from time to time by the Management Committee provided that the Management Committee shall ensure that the fees set by it do not preclude open membership of the Club.

5.5.2 The Members shall pay any [entrance fee and] annual subscription fees set by the Management Committee from time to time.

5.5.3 No candidate who has been elected a Member shall be entitled to the privileges of membership until he has paid the entrance fee (if any) and his first annual subscription.

5.5.4 Any Member whose entrance fee or subscription is not paid by such date as the Management Committee shall decide each year shall be deemed to have resigned his membership of the Club.

6. **Resignation**

A Member may withdraw from membership of the Club upon clear notice to the Club. Membership shall not be transferable in any event and shall cease immediately on death or dissolution or on the failure of the Member to comply or to continue to comply with any condition of membership set out in these Rules.

7. **Expulsion**

7.1 Subject to the remaining provisions of this rule, the Management Committee shall have power to refuse membership or expel a Member only for good and sufficient cause, such as conduct or character likely to bring the Club or the Game into disrepute.

- 7.2 A Member shall not be expelled unless he is given [14] days' written notice of the meeting of the Management Committee at which his expulsion shall be considered and written details of the complaint made against him.
- 7.3 The Member shall be given an opportunity to appear before the Management Committee to answer complaints made against him. The member must not be expelled unless at least [two-thirds] of the Management Committee then present vote in favour of his expulsion.
- 7.4 The Management Committee may exclude the Member from the Club's premises until the meeting considering his expulsion has been held. For the avoidance of doubt, the member shall be entitled to attend that meeting for the purpose of making his representations.
- 7.5 The Member may appeal against the Management Committee's decision by notifying the Management Committee who shall put the matter to the Club's members in general meeting and decided by a majority vote of members present and voting at such meeting.

8. Effect of Resignation or Expulsion

Any person ceasing to be a Member forfeits all right to and claim upon the Club, its property and its funds and he has no right to the return of any part of his subscription.

9. The Management Committee

9.1 The Club shall be managed by a Management Committee consisting of:

- (a) [the President;]
- (b) [the Chairman;]
- (c) [the Vice-Chairman;]
- (d) [the [Honorary] Secretary;]
- (e) [the [Honorary] Treasurer;]
- (f) Club Development Officer
- (g) Junior/Youth Officer
- (h) Press Officer

The members of the Management Committee may exercise all of the powers of the Club for the purposes of the management of the Club.

9.2 The Management Committee shall decide in its discretion how Members may be nominated to be members of the Management Committee and shall notify the Members accordingly. Any member desiring to be nominated for any position on the Management Committee must be a fully paid up member of the Club.

- 9.3 If there is only one candidate nominated to fill any particular vacancy, that candidate shall be declared elected unopposed for that particular vacancy at the next annual general meeting.

If there is more than one candidate for any particular vacancy there shall be an election at the annual general meeting for that position. In the event of a tie, the candidate to be elected shall (unless the candidates otherwise agree) be determined by lot.

- 9.4 The Management Committee shall be elected at the annual general meeting in each year, and subject to termination of office by resignation, removal or otherwise, the members remain in office until they or their successors are re-elected or elected (as the case may be) at the annual general meeting following their re-election or election (as the case may be).]
- 9.10 The Management Committee may appoint any Member to fill any casual vacancy on the Management Committee until the next annual general meeting when that person shall retire but shall be eligible for re-election.]
- 9.11 Retiring members of the Management Committee may be re-elected.

10. Proceedings of the Management Committee

- 10.1 Management Committee meetings shall be held as often as the Management Committee thinks fit provided that there shall not be less than 4 meetings each year. The Chairman and the [Honorary] Secretary shall have discretion to call emergency meetings of the Management Committee if they consider it to be in the interests of the Club. The [Honorary] Secretary shall give all the members of the Management Committee not less than 7 days' notice of a meeting.
- 10.2 [The [Chairman] shall be the chairman of the Management Committee.] Unless he is unwilling to do so, [the Chairman] shall preside at every meeting of the Management Committee at which he is present. But if there is no person holding that office, or if [the Chairman] is unwilling to preside or is not present within five minutes after the time appointed for the meeting, the [Vice-Chairman] shall preside. If there is no [Vice-Chairman] or if he is unwilling to preside, or if he is not present within five minutes after the time appointed for the meeting, the members of the Management Committee present may appoint one of their number to be chairman of the meeting.
- 10.3 Decisions of the Management Committee shall be made by a simple majority and in the event of an equality of votes the [Chairman] (or the acting chairman of that meeting) shall have a casting or additional vote.

11. Annual general meeting

- 11.1 The annual general meeting of the Club shall be held at such time as the Management Committee shall decide each year to transact the following business:
- (a) to receive the [Chairman's] report of the activities of the Club during the previous year;
 - (b) to receive and consider the accounts of the Club for the previous year, [the auditor's report on the accounts and] the [Honorary] Treasurer's report as to the financial position of the Club;



- (c) [to remove and elect the auditor or confirm that he remain in office];
- (d) [to elect the [Officers and other] members of the Management Committee];
- (e) to decide on any resolution which may be duly submitted in accordance with Rule 11.2 below;
- (f) to deal with any other matters which the Management Committee desires to bring before the membership.

11.2 Notice of any resolution proposed to be moved at the annual general meeting shall be given in writing to the [Honorary] Secretary not less than [28] days before the meeting.

11.3 No period greater than fifteen months shall elapse between one annual general meeting and the next.

12. Extraordinary general meetings

An extraordinary general meeting may be called at any time by the Management Committee and shall be called within [21] days of receipt by the [Honorary] Secretary of a requisition in writing

13. Procedures at the annual and extraordinary general meetings

13.1 The [Honorary] Secretary shall send to each Member at his last known address written notice of the date, time and place of the general meeting together with the resolutions to be proposed and, in the case of an annual general meeting, the names of the persons proposed to be elected as members of the Management Committee for the ensuing year at least [21] days before the meeting. The accidental failure to give notice to any person entitled to notice, or the accidental omission of any such details in any notice, shall not invalidate the proceedings at the meeting.

13.2 The [Chairman] shall preside at all meetings of the Club but if he is not present within [15] minutes after the time appointed for the meeting or has signified his inability to be present at the meeting, the Members present [and entitled to vote] may choose one of the other members of the Management Committee present to preside and if no other member of the Management Committee is present or willing to preside the Members present [and entitled to vote] may choose one of their number to be chairman of the meeting.

13.3 If the persons attending an annual or extraordinary general meeting do not constitute a quorum within half an hour of the time at which the meeting was due to start, or if during a meeting, a quorum ceases to be present, the chairman of the meeting must adjourn it. The chairman of the meeting must adjourn the meeting if directed to do so by the meeting. When adjourning an annual or extraordinary general meeting the chairman of the meeting must specify the time and place to which it is adjourned or state that it is to continue at a time and place to be fixed by the members of the Management Committee. The chairman must have regard to any directions as to the time and place of any adjournment which have been given by the meeting. If the continuation of an adjourned annual or extraordinary general meeting is to take place more than 14 days after it was adjourned the Association must give at least 7 days notice to the persons to whom notice of the Association's meetings is required to be given in accordance with rule 13.1. No business can be transacted at

adjourned annual or extraordinary general meetings which could not properly have been transacted at the meeting if the adjournment had not taken place.

- 13.4 Members of the Management Committee may attend and speak at annual or extraordinary general meetings, whether or not they are Members. The chairman of the meeting may permit other persons who are not Members to attend and speak at a meeting.
- 13.5 Each [Full Member] [Non-Playing Member] [[Other] [Member] present shall have [one] vote and resolutions shall be passed by a simple majority of those Members present and voting.
- 13.6 No objection may be raised as to the qualification of any person voting at a meeting except at the meeting or adjourned meeting at which the vote objected to is tendered, and every vote not disallowed at the meeting is valid. Any such objection must be referred to the chairman of the meeting.
- 13.7 The [Honorary] Secretary, or in his absence a member of the Management Committee, shall take minutes at annual and extraordinary general meetings.

14. Guests

- 14.1 Any Member may introduce guests to the Club, and any player, coach, other team representative, match official or spectator attending the Club's premises (by invitation of the Club) who is not a Member shall be a guest of the Management Committee, provided that no one whose application for membership has been declined or who has been expelled from the Club may be introduced as a guest.

15. Use of Facilities

The Club agrees that all unlicensed and unregistered coaches and, so far as reasonably practicable, players and other persons using the facilities of the Club will be required, as a condition of such use, to agree to be bound by and subject to these rules, the rules and regulations of the relevant CLTA, the LTA Rules and the LTA Disciplinary Code, such agreement to contain an express acknowledgement that the Contracts (Rights of Third Parties) Act 1999 applies and that the LTA and the CLTA can enforce any breach at its option and in its sole discretion.

16. Finance

- 16.1 All moneys payable to the Club shall be received by the person authorised by the Management Committee to receive such moneys and shall be deposited in a bank account in the name of the Club. No sum shall be drawn from that account except by cheque signed by [two] of the [three] signatories who shall be the [Chairman, [Honorary] Secretary and [Honorary] Treasurer] Any moneys not required for immediate use may be invested as the Management Committee in its discretion thinks fit.
- 16.2 The Management Committee shall have power to authorise the payment of remuneration and expenses to any officer, member of the Management Committee, Member or employee of the Club



and to any other person or persons for services rendered to the Club. The remuneration of a member of the Management Committee, Member or employee of the Club or other person may take any form and may include any arrangements in connection with the payment of a pension, allowance or gratuity, or any death or sickness or disability benefits to, or in respect of, that person.

- 16.3 The Club may pay any reasonable expenses that members of the Management Committee properly incur in connection with their attendance at meetings of the Management Committee or at annual or extraordinary general meetings of the Club or otherwise in connection with the exercise of their powers and the discharge of their responsibilities in relation to the Club.
- 16.4 The financial transactions of the Club shall be recorded in such manner as the Management Committee thinks fit by the [Honorary] Treasurer.

17. Dissolution

- 17.1 A resolution to dissolve the Club shall be proposed only at an extraordinary general meeting and shall be passed only if carried by a majority of at least [three-quarters] of the Members present and voting.
- 17.2 The dissolution shall take effect from the date of the resolution and the members of the Management Committee shall be responsible for the winding-up of the assets and liabilities of the Club.
- 17.3 Any property remaining on a winding up or dissolution of the Club after the discharge of the debts and liabilities of the Club shall not be paid to or distributed among the members of the Club, but shall be given or transferred to one or more of the following sporting or charitable bodies:
- (i) the LTA for use in community related initiatives for the Game;
 - (ii) another registered community amateur sports club for the Game;
- or (iii) a registered charitable organisation.
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